

Fairfield Board of Education  
Meeting Minutes  
Tuesday, May 24, 2022  
7:30 p.m. in the Churchill School Large Gymnasium  
(Access livestream at [www.fpsk6.org](http://www.fpsk6.org) at 7:30 p.m.)

I. EXECUTIVE SESSION

BE IT RESOLVED that the Fairfield Board of Education 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.

**Introduced by: Mr. Brian Egan      Seconded by: Mr. Jeffrey Didyk**  
Mr. Egan: Aye                      Mr. Didyk: Aye                      Mr. Freda: Aye  
Motion Carries

II. OPEN MEETING –PUBLIC NOTICE OF MEETING

**Introduced by: Mr. Brian Egan      Seconded by: Mr. Jeffrey Didyk**  
Mr. Egan: Aye                      Mr. Didyk: Aye                      Mr. Freda: Aye  
Motion Carries

*The Board reconvened from Executive Session and Mr. Pat Freda, Board President, presided and voiced the call to order at 7:35 p.m. by reading 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 (The Herald News) and The Progress.

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

**BOARD MEMBERS PRESENT:** Mr. Brian Egan, Mr. Jeffrey Didyk;  
Mr. Pat Freda, President

**BOARD MEMBERS ABSENT:** Ms. Andrea Bellise Jandoli, Board Member  
Mr. Anthony DePascale, Vice President

**ADMINISTRATORS PRESENT:** Dr. Susan Ciccotelli, Superintendent of Schools; and  
Ms. Lyanna Rios, Business Administrator/Board Secretary

III. PUBLIC COMMENT ON: *AGENDA ITEMS ONLY*

None

**Presentation: The Churchill School’s Concert Band, Orchestra, Jazz Band and Chorus will each perform.**

**The Board took a short recess at 7:55 p.m. and reconvened at 7:58 p.m.**

IV. ENROLLMENT

Grade	Students 6/10/2021	Students 5/20/2022
Preschool	41	40
MD/Home	7	5
Kindergarten	76	97
First	96	85
Second	94	98
Third	84	99
MD	0	5
Fourth	85	79
Fifth	119	90
Sixth	95	119
<b>Total</b>	<b>697</b>	<b>717</b>

V. PERSONNEL

A. Certificated Staff

1. Renewal of Tenured Staff for 2022-2023

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 2022-2023 school year:

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

2. Resignation

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts a letter of resignation from Elizabeth Fendler, Stevenson School Nurse, effective June 30, 2022, with regrets, best wishes, and appreciation for her service to the students and staff.

3. Maternity Leaves of Absence

a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves a Maternity Leave of Absence for Cristina Dearani as follows: Mrs. Dearani's due date is August 22, 2022. She will utilize 15 sick days after delivery from approximately September 1, 2022 through September 22, 2022. Mrs. Dearani will use provisions of the 12-week FMLA Act from September 23, 2022 through December 15, 2022. At this time, she plans to return to work on February 1, 2023.

b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves a Maternity Leave of Absence for Tatiana Maynard as follows: Mrs. Maynard's due date is August 16, 2022. She will utilize 11 sick days after delivery from approximately September 1, 2022 through September 16, 2022. Mrs. Maynard will use provisions of the 12-week FMLA Act from September 19, 2022 through December 9, 2022. At this time, she plans to return to work on January 3, 2023.

4. Maternity Leave of Absence Replacement

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Melisa Contangelo as **non-tenure track** Maternity Leave of Absence Replacement Teacher at B.A., Step 3 on the teachers' salary guide, effective from September 1, 2022 through approximately January 31, 2023.

B. Non-Certificated Staff

1. 2022 Extended Summer School Year Paraprofessionals Approval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Mark Rivera and Nancy Bertoldi as paraprofessionals for the 2022 Extended Summer School Program at rates approved at the March 22, 2022 Board of Education meeting.

2. 2022 Extended Summer School Year Substitute Paraprofessionals Approval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Kayla Blum and Marissa Matus as substitute paraprofessionals for the 2022 Extended Summer School Program at rates approved at the March 22, 2022 Board of Education meeting, pending receipt of all required documentation, including criminal history review.

3. Re-Employment - Occupational Therapist Assistant

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, employs and approves the allocation of 100% of Dana Glaspy's salary as an Occupational Therapist Assistant to the IDEA Basic Grant at \$45.00 per hour, not to exceed 20 hours per week.

4. Employment

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, employs Zayra Garcia as a 12-month Accounts Payable/Churchill Transportation Clerk for the 2022-2023 school year at a salary of \$53,000, effective July 1, 2022, pending receipt of all required documentation, including criminal history review.

C. Substitutes

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Carmine Pelosi, Kayla Blum, and Marissa Matus as fully-qualified substitute teachers/paraprofessionals, effective May 25, 2022, pending receipt of all required documentation, including criminal history review.

D. Non-Recognized Title Renewal

**Attachment A**

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 2022-2023 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: Mr. Brian Egan**

**Seconded by: Mr. Jeffrey Didyk**

Mr. Egan: Aye

Mr. Didyk: Aye

Mr. Freda: Aye

Motion Carries

VI. CURRICULUM/PROGRAM

A. Nursing Plan

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the 2022-2023 Nursing Plan revised by the school nursing staff and school physician.

**B. Curriculum Revision Approval**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Visual and Performing Arts curriculum, which has been revised to reflect the latest NJSLS requirements.

**Curriculum/Program Recommendations:**

Dr. Ciccotelli explained that enrollment numbers for the nursing plan will reflect the current number of 717 students.

**Introduced by: Mr. Brian Egan      Seconded by: Mr. Jeffrey Didyk**  
 Mr. Egan: Aye                      Mr. Didyk: Aye                      Mr. Freda: Aye  
 Motion Carries

**VII. POLICY**

**A. HIB Investigations Confirmation**

BE IT RESOLVED that the Fairfield Board of Education accepts the Superintendent’s HIB Investigation results as reported at the Executive Session on April 28, 2022 as follows: Two incidents (21-22 CH #2 and 21-22 CH #3) were determined to not be HIB related. Two additional investigations (21-22 CH #4 and 21-22 CH #5) were considered HIB incidents since comments were motivated by appearance, characteristic and/or culture.

**B. Policy First Reading**

**Attachment B**

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:

P 1648.14	Safety Plan for Healthcare Settings in School Buildings COVID-19 (M)	Abolished
P 1648.15	Recordkeeping for Healthcare Settings in School Buildings - COVID-19 (M)	New
P 2417	Student Intervention and Referral Services (M)	Revised
P 3161	Examination for Cause	Revised
P 4161	Examination for Cause	Revised
P 5512	Harassment, Intimidation, and Bullying (M)	Revised
P 8420	Emergency and Crisis Situations (M)	Revised

**Policy Recommendations:**

**Introduced by: Mr. Brian Egan      Seconded by: Mr. Jeffrey Didyk**  
Mr. Egan: Aye      Mr. Didyk: Aye      Mr. Freda: Aye  
Motion Carries

VIII. PUPILS

A. Start Strong Data Report

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent accepts the “Start Strong Data Report, which indicates that 35% of 4<sup>th</sup> graders need strong support in ELA, as well as Mathematics. Additionally, 13% of 5<sup>th</sup> graders need strong support in ELA and 30% of 5<sup>th</sup> graders need strong support in Mathematics. Lastly 23% of 6<sup>th</sup> graders need strong ELA support, while 39% of 6<sup>th</sup> graders need strong support in Mathematics. The Fairfield School District will analyze the Start Strong data in conjunction with our local data to improve academic achievement in all areas.”

**Pupil Recommendations:**

**Introduced by: Mr. Brian Egan      Seconded by: Mr. Jeffrey Didyk**  
Mr. Egan: Aye      Mr. Didyk: Aye      Mr. Freda: Aye  
Motion Carries

IX. BUSINESS/FINANCE OFFICE RESOLUTIONS

A. Minutes Approval

**Attachment C**

BE IT RESOLVED that the Fairfield Board of Education approves the attached minutes from the April 28, 2022 Public & Executive Sessions.

B. Bills/Claims/Payrolls

**Attachment D**

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

Bills and Claims List	\$1,009,176.08
April 29, 2022 Payroll	\$385,048.80
May 13, 2022 Payroll	\$419,301.09

C. Transfer of Funds

**Attachment E**

BE IT RESOLVED that the Fairfield Board of Education authorizes the transfers in the 2021-2022 budget, per details of the Transfers Report for March and April 2022, per state law, for the 2021-2022 school year.

D. Secretary/Treasurer Report

BE IT RESOLVED that the Fairfield Board of Education acknowledges and accepts the report of the Board Secretary and Treasurer of School Monies for the period of April 1, 2022 through April 30, 2022.

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I hereby certify that for the period ending April 2022 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-16.10(a).



Lyanna Rios  
Business Administrator/Board Secretary

Pursuant to N.J.A.C.6A:23A-16.10(c)(4), the Fairfield Board of Education hereby certifies that as of April 30, 2022 after review of the Secretary's monthly financial report for April 2022 (appropriations section), and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(a) and those sufficient funds are available to meet the district's financial obligations.

E. ESEA Grant Amendment II 2021-2022

BE IT RESOLVED that the Fairfield Board of Education approves the submission of the ESEA Consolidated Grant Amendment II for the 2021-2022 school year to the New Jersey Department of Education.

F. IDEA Grant Amendment II 2021-2022

BE IT RESOLVED that the Fairfield Board of Education approves the submission of the IDEA Consolidated Grant Amendment II for the 2021-2022 school year to the New Jersey Department of Education.

G. 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 2022-2023 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.

H. Educational Services Commission of Morris County

**Attachment F**

BE IT RESOLVED that the Fairfield Board of Education approves the Services Agreement with the Educational Services Commission of Morris County for the 2022-2023 school year for Professional Support Services on an “as needed” basis per the attached rate sheet.

I. Hunterdon County Education Services Commission

BE IT RESOLVED that the Fairfield Board of Education approves the district’s participation in the Hunterdon County Educational Services Commission Cooperative Pricing Council for the 2022-2023 school year, effective July 1, 2022.

J. Educational Services Commission of New Jersey

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Pricing Agreements for its administration; and

WHEREAS, the Educational Services Commission of New Jersey, hereafter referred to as the “Lead Agency”, has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services; and

WHEREAS, the Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey; and

WHEREAS, the governing body of the Fairfield Board of Education duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services; and

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education approves the district’s participation in the Educational Services Commission of New Jersey Cooperative Pricing System and authorizes the Board Secretary to enter into a Cooperative Pricing Agreement with the Lead Agency for the 2022-2023 school year.

K. Educational Services Commission of Morris County

BE IT RESOLVED that the Fairfield Board of Education approves the Shared Service Agreement with the Educational Services Commission of Morris County for the purchase of school supplies and materials through Educational Data Services, Inc. for the 2022-2023 school year, effective July 1, 2022.

L. Morris County Cooperative Pricing Council

BE IT RESOLVED that the Fairfield Board of Education approves the district’s participation in the Morris County Cooperative Pricing Council for the 2022-2023 school year, effective July 1, 2022.



**M. Approved State Contract Vendors**

**Attachment G**

WHEREAS, the Fairfield Board of Education, pursuant to N.J.S.A. 18A:18A-10a and N.J.A.C. 5:34-7.29c, may, by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program contracts entered into on behalf of the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Fairfield Board of Education has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Fairfield Board of Education intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts; and

THEREFORE, BE IT RESOLVED that the Fairfield Board of Education authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors; and

BE IT FURTHER RESOLVED that the Fairfield Board of Education’s School Business Administrator shall certify to the availability of sufficient funds prior to the expenditure of funds for such goods or services; and

BE IT FURTHER RESOLVED that the duration of the contracts between the Fairfield Board of Education and the Referenced State Contract Vendors shall be for the period of July 1, 2022 through June 30, 2023 on an “as needed” basis.

**N. Contracts**

**Attachment H**

BE IT RESOLVED that pursuant to PL2015, Chapter 47 N.J.S.A. 18A:18A-42.2, the Fairfield Board of Education intends to renew, award or permit to expire the contracts on the attached list that were previously awarded by the Board of Education. These contracts are, have been and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18A, et seq., N.J.A.C. Chapter 23A, and Federal Uniform Administrative Requirement 2CFR, Part 200.

**O. Tax Sheltered Annuity**

BE IT RESOLVED that the Fairfield Board of Education approves the following Tax Sheltered Annuity Programs to operate in the district:

Valic	AXA/Equitable 403B	AXA/Equitable 457B	Security Benefits
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**P. Adoption of Purchasing Manual**

BE IT RESOLVED that the Fairfield Board of Education adopts the current Purchasing Manual for the 2022-2023 school year on file in the Office of the Business Administrator.

Q. Transportation Agreement with Sussex County Regional Cooperative

BE IT RESOLVED that the Fairfield Board of Education approves the participation of a Joint Transportation Agreement with the Sussex County Regional Cooperative for Special Education, Field Trip, Public and Private School Transportation for the 2022-2023 school year.

R. Newspaper

BE IT RESOLVED that the Fairfield Board Board of Education approves The Passaic Herald, The Progress and/or The Star Ledger are the designated official newspapers of the Fairfield Board of Education.

S. Bank

BE IT RESOLVED that the Fairfield Board of Education reaffirms the designation of Columbia Bank and/or its successors as its official depositories for the 2022-2023 school year for the following accounts:

General Fund
Agency Account
Payroll Account
Debt Service Account
Churchill Student Activity Account
Stevenson Student Activity Account
FBOE Money Market (MECCA & Mark Ibrahim Scholarship)

T. 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 2022-2023 school year on file in the Office of the Business Administrator.

U. 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

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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.

V. 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, Lyanna Rios 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

WHEREAS, the Fairfield Board of Education wishes to increase the bid threshold and to appoint Lyanna Rios 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 Lyanna Rios 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.

W. 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

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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, 2022 through June 30, 2023; 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).

X. 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 Lyanna Rios to be Fund Commissioner for the period of July 1, 2022 through June 30, 2023.

Y. 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, 2022 through June 30, 2023; 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, 2021 through June 30, 2022, 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, 2022 through June 30, 2023 at the following monthly rates:

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<u>Coverage</u>	Aetna Choice POS II <u>\$10 Copay</u>	Aetna Choice POS II <u>\$25 Copay</u>	<u>NJEHP</u>	<u>GSHP</u>
Single	\$996	\$898	\$883	\$782
Parent/Child (ren)	\$1,453	\$1,311	\$1,290	\$1,144
2 Adults	\$2,171	\$1,959	\$1,929	\$1,709
Family	\$2,536	\$2,287	\$2,252	\$1,995
Dep. Under 31 (Chp. 375)	\$996	\$898	\$883	\$642

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.

**Z. 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, 2022 through June 30, 2023;

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, 2021 through June 30, 2022, 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 Express Scripts to renew the existing plan for the period of July 1, 2022 through June 30, 2023 at the following monthly rates:

<u>Coverage</u>	Prescription: <u>\$10/\$20</u>	Prescription: <u>\$20/\$40</u>	<u>NJEHP</u>	<u>GSHP</u>
Single	\$204	\$165	\$183	\$183
Parent/Child (ren)	\$300	\$244	\$270	\$270
2 Adults	\$428	\$348	\$386	\$386
Family	\$578	\$470	\$520	\$520
Dep. Under 31 (Chp. 375)			\$183	\$183

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.

**AA. 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, 2022 through June 30, 2023; 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, 2021 through June 30, 2022, 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, 2022 through June 30, 2023 at the following monthly rates:

<u>Coverage</u>	<u>PPO/Premier</u>
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.

**BB. 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, 2022 through June 30, 2023; 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, 2021 through June 30, 2022, 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, 2022 through June 30, 2023 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

**CC. 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

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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.

**DD. New Jersey School Insurance Group (NJSIG) Membership Renewal**

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Fairfield Board of Education, hereinafter referred to as the “Educational Institution,” has resolved to renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been canceled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW, THEREFORE, BE IT RESOLVED

1. This agreement is made by and between NJSIG and the Educational Institution;
2. The Educational Institution joins with other boards of education in organizing and renewing its membership of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2021, and ending July 1, 2024 at 12:01 a.m.;

3. In consideration of meership in NJSIG, the Education Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
  4. The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
  5. NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
  6. By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Renew Membership, effective the 2022-2023 school year, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
  7. The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
  8. The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;
  9. The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
  10. If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
  11. The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and
  12. The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Renew Membership to NJSIG.
- EE. Continuing Disclosure Agent and Independent Registered Municipal Advisor Services

BE IT RESOLVED that the Fairfield Board of Education appoints Phoenix Advisors, LLC as the district's Continuing Disclosure Agent and Independent Registered Municipal Advisor and to enter into an agreement for the 2022-2023 school year.



**FF. Tax Payment Schedule 2022-2023**

**Attachment I**

BE IT RESOLVED that the Fairfield Board of Education approves the schedule of tax payments from the municipality for the 2021-2022 school year in accordance with N.J.S.A. 18A:13-23 and Policy 6141, per schedule attached and on file with the Board Secretary.

**GG. Petty Cash Accounts**

BE IT RESOLVED that the Fairfield Board of Education approves the following petty cash accounts; the amounts as established through policy:

Stevenson Principal	\$300
Churchill Principal	\$300
Special Services	\$300
Superintendent	\$300
Business Administrator/Board Secretary	\$300

**HH. 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 2022-2023 school year. Such transfers will be submitted to the Board at the next regular Board meeting.

**II. Policy Service Provider Agreement**

BE IT RESOLVED that the Fairfield Board of Education enters into an agreement with Strauss Esmay Associates, LLC to provide policy update services for the district for the period of July 1, 2022 through June 30, 2023.

**JJ. 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 for the period of July 1, 2022 through June 30, 2023.

**KK. Environmental Services**

BE IT RESOLVED that the Fairfield Board of Education approves a contract with Karl and Associates to provide Comprehensive Environmental Services (Right to Know, AHERA, Air Quality Services and Asbestos) as needed for the period of July 1, 2022 through June 30, 2023.

**LL. 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, 2022 through June 30, 2023 at a monthly fee of \$360.00 and other services, as needed, based upon their proposal dated May 4, 2022.

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**MM. 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, 2022 through June 30, 2023.

**NN. 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, 2022 through June 30, 2023; and

BE IT RESOLVED that the Fairfield Board of Education appoints Lyanna Rios, Business Administrator, as Custodian of Records for all other district records, other than personnel, for the period of July 1, 2022 through June 30, 2023.

**OO. Office Rental**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, renews the lease agreement for a monthly cost of \$4,370 for the 2022-2023 school year between the Fairfield Board of Education and Hollywood Associates, L.L.C.,

**PP. Building Use Application**

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

<b>Organization Group/Location/Purpose</b>	<b>Date and Time Slot</b>
Fairfield Recreation Department Men's Basketball, Churchill Gymnasium	Fridays, June 3, 2022 - June 17, 2022 7 pm - 9 pm

**QQ. 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 1-7 on May 5, 2022 in the front of the school at 8:35 A.M. All routes were evacuated and supervised by Dr. Trabucco.
- Churchill School held their drill for routes 8-13 on May 13, 2022 in the front of the school at 8:20-8:35 A.M. All routes were evacuated and supervised by Mr. Santana.

**RR. Gift to the District**

BE IT RESOLVED that the Fairfield Board of Education accepts aprons for the Board meeting tables from Bloomfield Drapery, East Rutherford, NJ and authorizes the Business Administrator to send a letter of appreciation.

**Business/Finance Office Resolutions Items A-RR**

**Introduced by: Mr. Brian Egan      Seconded by: Mr. Jeffrey Didyk**  
Mr. Egan: Aye      Mr. Didyk: Aye      Mr. Freda: Aye  
Motion Carries

X. OLD BUSINESS - None

XI. NEW BUSINESS - None

XII. COMMITTEE REPORT - None

XIII. PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY - None

XIV. NEXT MEETING

BE IT RESOLVED that the next meeting will be held, in person, on June 14, 2022, Executive Session at 7:00 p.m. Public Session at 7:30 p.m., tentatively in the Small Gymnasium at Churchill School.

XV. EXECUTIVE SESSION (Adjournment from Public Session to Executive Session at 8:10 p.m.)

BE IT RESOLVED that the Fairfield Board of Education 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.

**Introduced by: Mr. Jeffrey Didyk      Seconded by: Mr. Brian Egan**  
Mr. Egan: Aye      Mr. Didyk: Aye      Mr. Freda: Aye  
Motion Carries

XVI. ADJOURNMENT

There being no further business before the Board, the meeting adjourned after the executive session.

**Introduced by: Mr. Jeffrey Didyk      Seconded by: Mr. Brian Egan**  
Mr. Egan: Aye      Mr. Didyk: Aye      Mr. Freda: Aye  
Motion Carries