

FAIRFIELD BOARD OF EDUCATION

Public Work Session

Meeting Minutes

Thursday, October 19, 2023 at 6:30 PM at the Fairfield Municipal Building

MS. ANDREA BELLISE-JANDOLI, BOARD PRESIDENT, CALLED THE ROLL AT 6:30 PM:

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

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	PRESENT
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 and 9.

It is anticipated that the Executive Session will take approximately 50 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: Brian Egan

Seconded by: Angela Altaai

Time: 6:35 PM

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

Introduced by: Andrea Bellise-Jandoli

Seconded by: Angela Altaai

Time: 7:30 PM

ADJOURNMENT

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

Introduced by: Andrea Bellise-Jandoli

Seconded by: Brian Egan

Time: 7:30 PM

ROLL CALL

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

Mr. Fede - Absent

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Meeting Minutes

Thursday, October 19, 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 7:43 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	ABSENT		

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*

None

Jim Verrengia presented the Spring 2023 Access 2.0 (ELL Test) and the Spring 2023 NJSLA Assessment. Mr. Verrengia’s presentation will be posted on the district website.

III. ENROLLMENT

Grade	Students 6/9/2023	Students 10/13/2023
Preschool Inclusive	18	17
Preschool Special Ed	18	15
Kindergarten	98	93
First	96	95
Second	86	99
Third	107	84
Fourth	106	109
Fifth	85	105
Sixth	91	85
Home Instruction	1	1
Out-of-District	2	2
Total	708	705

IV. PERSONNEL

A. Certificated Staff

1. Employment

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Ariel Cohen as a Full-Time Tenure Track Preschool Special Education Teacher for the 2023-2024 school year at a **prorated** salary based on M.A.+15, Step 8 on the current teachers’ salary guide. Start date is approximately November 1, 2023 pending all required documentation including Criminal History Review.

2. Paternity Leave of Absence

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

3. Teachers in Charge

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

4. Detention Supervisor

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

5. Home Instructor

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

6. Approval of Stipend for Room/Location Change

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

B. Non-Certificated Staff

1. Medical Leave of Absence

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

2. Change of Assignment

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

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

C. Substitutes

1. Employment

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following fully-qualified teacher/aide substitutes for the 2023-2024 school year pending all required documentation:

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

Personnel Recommendations:

Introduced by: Brian Egan

Seconded by: Angela Altaai

Discussion: None

ROLL CALL

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

V. CURRICULUM/PROGRAM

A. Professional Development Workshops

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves attendance at the following workshops and approves the reimbursement of registration and/or mileage, to be made pending completion of the workshop and submission of travel reports. *Lodging will be noted separately, if applicable. These workshops will utilize Title I and Title II Funds.

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

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

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

Curriculum and Program Recommendations:

Introduced by: Brian Egan

Seconded by: Angela Altaai

Discussion: None

ROLL CALL

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

Mr. Fede - Absent

VI. POLICY

A. First Reading of Policies/Regulations

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

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

Policy Recommendations:

Introduced by: Brian Egan

Seconded by: Anthony DePascale

Discussion: Mr. Egan asked if the changes to P&R 5111 and 5116 are changes that the district is making or are they recommended changes? Dr. Ciccotelli clarified that the changes are mandated.

ROLL CALL

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

Mr. Fede - Absent

VII. BUSINESS/FINANCE OFFICE RESOLUTIONS

A. Minutes Approval

BE IT RESOLVED that the Fairfield Board of Education approves/accepts the minutes from the September 21, 2023 Public & Executive Sessions.

FINANCE:

B. Bills/Claims/Payrolls

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

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

C. Transfer of Funds

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

D. Secretary/Treasurer Report

BE IT RESOLVED that the Fairfield Board of Education acknowledges and accepts the report of the Board Secretary and Treasurer of School Monies for the period of August 1, 2023 through August 31, 2023 and September 1, 2023 through September 30, 2023.

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

E. Comprehensive Maintenance Plan

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

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

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

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

F. Annual Maintenance Budget – Form M-1

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

BUILDINGS AND GROUNDS:

G. Bus Emergency Drills

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

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

H. Building Use Applications

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

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

I. Roof Replacement at Winston S. Churchill School

BE IT RESOLVED that the Fairfield Board of Education acknowledges the Preliminary Eligible Costs (PEC) ROD Grant application for Winston S. Churchill School - State Project #1465-030-23-R50.

Total PEC	\$130,000
State Share	\$ 52,000
Local Share	\$ 78,000

J. Architect Professional Fees

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

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

Business/Finance Resolutions Items A-J

Introduced by: Brian Egan

Seconded by: Angela Altaai

Discussion: None

ROLL CALL

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

Mr. Fede - Absent

VIII. OLD BUSINESS

Mr. DePascale discussed the November 7, 2023 election and the importance of the approval of the three ballot questions. Mr. Frank LaMorte spoke about how important the three ballot questions are and the importance of voting. Mr. DePascale also spoke about forming a superintendent search committee to keep the community informed of the process of hiring a new superintendent.

IX. NEW BUSINESS

Mr. DePascale discussed the Fairfield Municipal Alliance upcoming Trunk or Treat event on October 29th.

Mr. DePascale also spoke and introduced a new author from Fairfield, Steven Clifford who has published four books which are now also available at our schools. Mr. Clifford introduced himself and thanked the board and Mr. Santana.

X. COMMITTEE REPORTS

Mr. Egan discussed the recent meeting which the finance committee and auditors met to review a draft of the year ending June 2023 audit. The district has a potential capital shortfall in the future. Mr. Egan reiterated the importance of the first ballot questions passing and that staffing and class sizes will be affected if it does not pass.

XI. PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY

Joan Doncoes spoke about how beneficial the community outreach committee is for the senior citizens of the community. It is essential for the seniors to understand the importance of the three ballot questions in the upcoming election.

XII. NEXT MEETING

BE IT RESOLVED that the next meeting will be held, in person, on November 16, 2023, Public Work Session beginning at 6:30 PM followed by Executive Session with **Public Session resuming at approximately 7:30 PM**, at the Fairfield Municipal Building.

XIII. ADJOURNMENT

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

Introduced by: Brian Egan Seconded by: Anthony DePascale Time: 8:25 PM

ROLL CALL

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