

**FAIRFIELD BOARD OF EDUCATION**

**Public Work Session**

Meeting Minutes

Monday, December 16, 2024 at 6:30 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	ABSENT	Ms. Angela Altaai	ABSENT
Mr. Joseph Fede	PRESENT	Mr. Anthony DePascale	PRESENT
Ms. Melinda Street	PRESENT		

ADMINISTRATION	POSITION	ATTENDANCE
Mr. Ryan Gupta	Superintendent of Schools	PRESENT
Mr. Wally Lindsley	Business Administrator/Board Secretary	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.

**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: none.

It is anticipated that the Executive Session will take approximately 0 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.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Time: \_\_\_\_\_

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

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ Time: \_\_\_\_\_

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**ADJOURNMENT**

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

Motion by: Melinda Street                      Seconded by: Joseph Fede                      Time: 7:32 PM

**ROLL CALL**

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

## FAIRFIELD BOARD OF EDUCATION

### Meeting Minutes

Monday, December 16, 2024

7:30 PM at the Fairfield Municipal Building

(Access livestream at [www.fpsk6.org](http://www.fpsk6.org) at 7:30 PM. Also available on Channel 34)

*The Board will reconvene from Executive Session and Mr. Anthony DePascale, Board President, will preside and call the public meeting to order at approximately 7:34 PM.*

MR. ANTHONY DEPASCALE, BOARD PRESIDENT, CALLED THE ROLL AT 7:34 PM:

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

ADMINISTRATION	POSITION	ATTENDANCE
Mr. Ryan Gupta	Superintendent of Schools	PRESENT
Mr. Wally Lindsley	Business Administrator/Board Secretary	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.*

#### **BOARD PRESIDENT'S REPORT:**

- Anthony DePascale, Ryan Gupta and the board members honored the students who had the highest NJSLA scores for the 2023-2024 school year.
- Thanked the community members for coming out to the Winter Wonderland which was held by the Municipal Alliance.
- Thanks to everyone who was involved in the Variety Show, it was a wonderful success.
- Paving project has been completed at Stevenson and a special thank you to DLS Contracting for going above and beyond.

#### **SUPERINTENDENT'S REPORT:**

Over the past two weeks, both schools have enjoyed a series of wonderful holiday events.

- Holiday Fair: A big success at Stevenson and Churchill, thanks to the parent volunteers.
- Stevenson 1st Grade: Students watched *The Polar Express*, featuring a special guest dressed as the Conductor.

- Winter Concerts: Churchill's band, choir, and orchestra performed beautifully under Mr. Silvestri and Mr. Lazaro's direction.
- Variety Show: A record-breaking event with standing-room-only attendance. Due to its growth, a larger venue or evening time is being considered for next year.
- Churchill Feast: The gym was transformed into a cafeteria, and class moms excelled in preparing tables and coordinating food.
- Stevenson Winter Carnival: Students enjoyed activities like sled pulls, ring tosses, and snowball fights, led by Ms. Brianna and class moms.
- Spirit Week: Festivities began with themed dress days, including Pajama Day at Stevenson and wear White or Blue at Churchill.

Special thanks to both principals, staff, volunteers, and student council members for making all these events a huge success!

## **BUSINESS ADMINISTRATOR'S REPORT:**

Mr. Lindsley clarified an agenda item under the Grant Section. The Department of Local Government Services and the Department of Community Affairs annually offer a competitive grant of up to \$100,000 for public recreation facility improvements, with some exceptions to the cap. After discussions with Mr. Gupta, Principal Trabucco, the Building and Grounds Committee, and Facilities Director John Porcino, it was decided to submit this year's grant application for the Stevenson School playground project. The submission requests \$200,400, covering multiple stages and areas of the playground. Once the grant determination is received, all involved parties will meet to plan the next steps.

## **BOARD COMMITTEE REPORTS/COMMENTS: (any new or old business)**

**Building/Grounds and Finance:** Joe Fede reported:

Building/Grounds: Finished paving project and in January we will be going over some future projects

**Special Education and HSA Committee:** Melinda Street and Anthony DePascale reported:

SEPAG: Is presenting a Digitally Distracted Parenting in the Age of Technology presentation by Tom Kersting on January 16, 2024 at 7:00 PM at the Fairfield Recreation Center. Please mark your calendars to attend and show your support.

**Negotiations Committee:** Anthony DePascale reported:

The contract negotiations have been finalized.

## **PUBLIC COMMENT ON: *AGENDA ITEMS ONLY***

Member of the public had questions about the playground Grant and pick up and drop off? - Anthony DePascale responded.

Member of the public commented regarding the Polar Express.

**FAIRFIELD BOARD OF EDUCATION MINUTES**  
**FINANCE - DECEMBER 16, 2024**

The following finance motions are made at the recommendation of the Superintendent of Schools:

**CONSENT AGENDA**

Anything placed on this agenda, Items **1 to 5**, will be voted upon in one motion.

Motion by **Joseph Fede** Seconded by **Melinda Street** to approve the following motions:

- 1F. To approve the Minutes from the Public & Executive Session of November 21, 2024.
- 2F. To approve the Bills and Claims List and Payroll as follows:

<b>Ratify and Affirm</b> Bills & Claims List - 12/9/2024	\$213,392.34
<b>Ratify and Affirm</b> Bills & Claims List - 12/16/2024	\$154,978.42
<b>Ratify and Affirm</b> November 30, 2024 Payroll	\$429,610.21
<b>Ratify and Affirm</b> December 15, 2024 Payroll	\$435,446.26

- 3F. To approve the transfer of funds for the month of November 2024 as certified by the Business Administrator and authorized by the Superintendent of Schools.
- 4F. To approve the report of the Board Secretary and Treasurer of School Monies for the period of November 1, 2024 through November 30, 2024. Pursuant to N.J.A.C. 6A:23A-16.10 and certify that as of November 2024 the Board Secretary's monthly financial reports did not reflect an over expenditure in any of the major accounts or funds, and based on the appropriation balances reflected on these reports and the advice of district officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year.

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.

- 5F. RESOLUTION TO ACCEPT THE BUDGET CALENDAR 2025-2026.

WHEREAS, the Superintendent of Schools recommends that the Fairfield Board of Education accept the Budget Calendar.

October: Superintendent met with Business Administrator to develop a list of Budget Assumptions.

November: Superintendent and Business Administrator met with Finance Committee about strategic planning and budget forecast.  
Preliminary discussions with the Administrative Team.

**FAIRFIELD BOARD OF EDUCATION MINUTES**  
**FINANCE - DECEMBER 16, 2024**

- December: Superintendent initiates budget meeting with Administrative Team to discuss:
- Budget Goals
  - Review of the Budget Process
  - Submission of Individual Budgets
- Superintendent and Business Administrator meet with Administrative Team to review submitted budget requests.  
Begin development of first draft of budget.
- January: Revise budget as necessary.  
Meet with the Finance Committee and budget status.
- February: Revise budget upon release of Governor's Budget Address, State Aid figures.  
Meet with Finance Committee about budget revisions/status.
- March: Adoption and filing of the Tentative Budget. (March 13, 2025)  
Submission of Tentative Budget to Executive County Superintendent for review and approval.
- April: Approval of submitted budget by Executive County Superintendent (NJDOE).
- May: Public Hearing, Budget Presentation. (May 1, 2025)  
Adoption of Final Budget.  
Budget revisions if necessary.

Note: Dates and presentations are subject to change in accordance with the NJ Department of Election's established Budget Calendar.

**ROLL CALL**

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

**FAIRFIELD BOARD OF EDUCATION MINUTES**  
**GRANTS - DECEMBER 16, 2024**

The following grant motion is made at the recommendation of the Superintendent of Schools:

**CONSENT AGENDA**

Anything placed on this agenda, Item **1**, will be voted upon in one motion.

Motion by **Joseph Fede** Seconded by **Melinda Street** to approve the following motion:

- 1G. WHEREAS, the Fairfield School District desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$200,400 to carry out a project to repair/upgrade the recreation areas at Adlai E. Stevenson.

BE IT THEREFORE RESOLVED,

- 1) that the Fairfield School District does hereby authorize the application for such a grant; and,
- 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between Fairfield School District and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection herewith.

**ROLL CALL**

Mr. Fede, Ms. Street, Mr. DePascale - All Ayes

Ms. Bellise-Jandoli, Ms. Altaai - Absent

**FAIRFIELD BOARD OF EDUCATION MINUTES**  
**ADMINISTRATIVE - DECEMBER 16, 2024**

The following administrative motions are made at the recommendation of the Superintendent of Schools:

**CONSENT AGENDA**

Anything placed on this agenda, Items **1 to 2**, will be voted upon in one motion.

Motion by **Joseph Fede** Seconded by **Melinda Street** to approve the following motions:

- 1A. To approve with appreciation the following donation of school supplies from Amazon, West Caldwell location to the Fairfield School District:

2 - 800 Count Boxes of Crayola Crayons
8 - 30 Count Boxes of #2 Pencils
120 Composition Notebooks
10 Pencil Cases

- 2A. To approve with appreciation the donation of 6 conference room chairs and 12 file cabinets from C. Royce, LLC.

**ROLL CALL**

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



**FAIRFIELD BOARD OF EDUCATION MINUTES  
BUILDINGS AND GROUNDS - DECEMBER 16, 2024**

The following buildings and grounds motion is made at the recommendation of the Superintendent of Schools:

**CONSENT AGENDA**

Anything placed on this agenda, Item **1**, will be voted upon in one motion.

Motion by **Joseph Fede** Seconded by **Melinda Street** to approve the following motion:

1B. To approve the following Building Use Applications:

<u>Organization Group/Location/Purpose</u>	<u>Date and Time Slot</u>
F.E.A. Meeting Jodie Kohlberg Stevenson - Gym	3:45 PM to 5:00 PM Retroactively to 12/10 and 12/12/2024

**ROLL CALL**

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

**FAIRFIELD BOARD OF EDUCATION MINUTES**  
**PERSONNEL - DECEMBER 16, 2024**

The following personnel motions are made at the recommendation of the Superintendent of Schools:

**CONSENT AGENDA**

Anything placed on this agenda, Item **1 to 4**, will be voted upon in one motion.

Motion by **Joseph Fede** Seconded by **Melinda Street** to approve the following motions:

- 1P. To approve the appointment(s) of the following staff member(s) for the 2024/2025 school year, pending receipt of all required documentation:

Name	Location/ Position	Tenure Track or Leave Replacement	Replacing or New Position	Step	Salary/ Hourly Rate	Effective Date(s) on or about:
Karen Priore	Stevenson Playground/ Cafeteria Aide	N/A	Vacant	N/A	\$15.13 per hour	01/02/2025

- 2P. To approve the following employees for substitute coverage as needed for the 2024/2025 school year, pending receipt of required documentation:

Name	Current Position	Substitute Position
Efsathia Nunez	Stevenson Playground/Cafeteria/Office Aide	Aide
Dawn Barreca	Churchill Playground/Cafeteria Aide	Teacher/Aide

- 3P. To approve the resignation of the following staff member:

Name	Location	Position	Reason	*Last Day of Employment
Daniella DeStefano	AES	Paraprofessional	Resignation	1/14/2025

\* In accordance with the 30-day requirement unless mutually agreed for an earlier release date

- 4P. To approve a stipend of \$140 for a room change for Addie Fasulo for the 2024/25 school year.

**ROLL CALL**

Mr. Fede, Ms. Street, Mr. DePascale - All Ayes

Ms. Bellise-Jandoli, Ms. Altaai - Absent

**FAIRFIELD BOARD OF EDUCATION MINUTES  
CURRICULUM/PROGRAM - DECEMBER 16, 2024**

The following curriculum/program motion is made at the recommendation of the Superintendent of Schools:

**CONSENT AGENDA**

Anything placed on this agenda, Item **1**, will be voted upon in one motion.

Motion by **Joseph Fede** Seconded by **Melinda Street** to approve the following motion:

1C. To approve the addition of the following field trip to our current list:

<u>Event/Location</u>	<u>Subject Area</u>
Friendship Circle - LifeTown	Life Skills

BE IT RESOLVED that the HSA will be funding this trip.

**ROLL CALL**

Mr. Fede, Ms. Street, Mr. DePascale - All Ayes

Ms. Bellise-Jandoli, Ms. Altaai - Absent

**FAIRFIELD BOARD OF EDUCATION MINUTES**  
**POLICY - DECEMBER 16, 2024**

The following policy motion is made at the recommendation of the Superintendent of Schools:

**CONSENT AGENDA**

Anything placed on this agenda, Item **1**, will be voted upon in one motion.

Motion by **Joseph Fede** Seconded by **Melinda Street** to approve the following motion:

To accept the following Superintendent's HIB Investigation results as reported during Executive Session on November 21, 2024:

1PO. HIB incident WSCS #4 2024-25 was reported to the principal and reviewed by the Superintendent. After a full investigation, it was determined that the incident **was not** within the scope of the ABR definition of HIB.

**ROLL CALL**

Mr. Fede, Ms. Street, Mr. DePascale - All Ayes

Ms. Bellise-Jandoli, Ms. Altaai - Absent

**FAIRFIELD BOARD OF EDUCATION MINUTES**  
**ENROLLMENT - DECEMBER 16, 2024**

<u>Grade</u>	<u>Students 6/7/2024</u>	<u>Students 12/13//2024</u>
Preschool Inclusive	17	26
Preschool Disabilities	17	6
Kindergarten	92	97
First	96	92
Second	99	94
Third	84	102
Fourth	<del>108</del> 109	84
Fifth	108	109
Sixth	86	107
<b>Out-of-District</b>	<b>2</b>	<b>2</b>
<b>Charter School</b>	<b>0</b>	<b>3</b>
<b>Total</b>	<b>710</b>	<b>722</b>

**FAIRFIELD BOARD OF EDUCATION MINUTES  
DECEMBER 16, 2024**

The Board President will open the floor to the public comments on non-agenda items.

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

**None**

**NEXT MEETING**

BE IT RESOLVED that the next meeting will be held, in person, on January 9, 2025, 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.

**ADJOURNMENT**

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

Motion by: **Joseph Fede**

Seconded by: **Melinda Street**

Time: **8:12 PM**

**ROLL CALL**

Mr. Fede, Ms. Street, Mr. DePascale - All Ayes

Ms. Bellise-Jandoli, Ms. Altaai - Absent