

FAIRFIELD BOARD OF EDUCATION

Public Work Session

Meeting Agenda

Thursday, November 16, 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		Mr. Anthony DePascale	
Mr. Brian Egan		Ms. Andrea Bellise-Jandoli	
Mr. Joseph Fede			

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

FAIRFIELD BOARD OF EDUCATION

Meeting Agenda

Thursday, November 16, 2023

7:30 PM at the Fairfield Municipal Building

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

I. OPEN MEETING –PUBLIC NOTICE OF MEETING

MS. ANDREA BELLISE-JANDOLI, BOARD PRESIDENT, CALLED THE ROLL AT 7:30 PM:

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

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	
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.*

AUDIT PRESENTATION BY BRIAN KO OF NISIVOCIA, LLP

III. ENROLLMENT

Grade	Students 6/9/2023	Students 11/10/2023
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	86
Home Instruction	1	1
Out-of-District	2	2
Total	708	706

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 Samantha Lagasi as a Full-Time Tenure Track Special Education Teacher for the 2023-2024 school year at a **prorated** salary based on B.A., Step 14 on the current teachers’ salary guide. Start date is approximately January 16, 2024 pending all required documentation including Criminal History Review.

2. Maternity Leave of Absence

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves a Maternity Leave of Absence request for Gabriella Riley. Mrs. Riley’s due date is March 4, 2024. She will utilize 8 sick days from February 21, 2024 through March 1, 2024 and 13 sick days from March 4, 2024 through March 20, 2024. Mrs. Riley will begin her 12-week FMLA leave from March 21, 2024 through June 19, 2024. Mrs. Riley plans to return for the 2024-2025 school year.

3. Maternity Leave of Absence Extension

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves a Maternity Leave of Absence Extension request for Karissa Yelovich. Mrs. Yelovich has requested to extend her return date from March 11, 2024 to April 8, 2024.

4. Employee Termination

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, terminates Employee #101344 effective retroactively to November 14, 2023.

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 **unpaid** medical leave of absence for Employee #101331 retroactively from October 13, 2023 to approximately January 2, 2024.

2. Reinstatement of Full-Time Technology/Network Administrator Position

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the reinstatement of a Full-Time Technology/Network Administrator Position, effective January 1, 2024.

3. Change of Assignment

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Michael Ludwig from Part-Time to a Full-Time Technology/Network Administrator at a **prorated** salary of \$106,427, effective January 1, 2024 for the remainder of the 2023-2024 school year.

Personnel Recommendations:

Introduced by: _____ Seconded by: _____

Discussion: _____

ROLL CALL

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

V. CURRICULUM/PROGRAM

A. Professional Development Approval

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

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Kristin Crisafi	Shifting the Balance in Literacy Instruction (The Six Shifts)	Retroactively from 11/6 through 12/17/2023 (6 weeks) On-Line Course	\$329.00 Title II
Danielle Malinowski	Teaching Media Literacy Skills in a Fake News World (BER)	01/08/2024 Virtual	\$279.00
Brianna Salvemini	2024 NJAHPERD Annual Convention	02/26/2024 Princeton, NJ	\$249.00

Curriculum/Program Recommendations:

Introduced by: _____ Seconded by: _____

Discussion: _____

ROLL CALL

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

VI. POLICY

A. Policy/Regulation Second Reading and Adoption

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the second reading and adoption 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

B. HIB Investigation Confirmations from October 19, 2023 Executive Session

1. BE IT RESOLVED that the Fairfield Board of Education accepts the Superintendent’s HIB Investigation results for WSCS #1 2023-24 as reported during Executive Session on October 19, 2023.

- HIB incident WSCS #1 2023-24 was determined that the incident **was** confirmed to **satisfy** the ABR definition of HIB.

Policy Recommendations:

Introduced by: _____ Seconded by: _____

Discussion: _____

ROLL CALL

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

VII. BUSINESS/FINANCE OFFICE RESOLUTIONS

A. Minutes Approval

BE IT RESOLVED that the Fairfield Board of Education approves/accepts the minutes from the October 19, 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 - 11/1/2023	\$204,862.03
Ratify and Affirm Bills & Claims List - 11/16/2023	\$201,458.37
Ratify and Affirm October 30, 2023 Payroll	\$418,099.04
Ratify and Affirm November 15, 2023 Payroll	\$421,158.70

C. Transfer of Funds

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

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

E. Amended Tax Levy Payment Schedule

BE IT RESOLVED that upon the recommendation of the Superintendent, the Fairfield Board of Education approves the submission of the Amended Tax Levy Payment Schedule for the 2023-2024 school year, pending certification of election results:

July 10, 2023	\$1,074,384.75	January 10, 2024	\$1,268,704.75
August 10, 2023	\$1,074,384.75	February 10, 2024	\$1,268,704.75
September 10, 2023	\$1,074,384.75	March 10, 2024	\$1,268,704.75
October 10, 2023	\$1,074,384.75	April 10, 2024	\$1,268,704.75
November 10, 2023	\$1,074,384.75	May 10, 2024	\$1,268,704.75
December 10, 2023	\$1,074,384.75	June 10, 2024	\$1,268,708.75

Total Tax Levy 2023-2024	\$14,058,541.00
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BE IT RESOLVED that upon the recommendation of the Superintendent, the Fairfield Board of Education ratify and affirms the submission of the amended 2023-2024 budget approved by the Fairfield voters on Tuesday, November 7, 2023, in the amount of \$1,165,924, pending certification of election results.

ADMINISTRATIVE:

F. Reflect Math Grant

BE IT RESOLVED that the Fairfield Board of Education accepts a grant for 40 seats for Reflect Math, an on-line math program. The grant will be for the 2023-2024 school year.

G. Gifts to the District

1. BE IT RESOLVED that the Fairfield Board of Education accepts with appreciation a donation in the amount of \$2,900.00 to support the Special Education Department from the Fairfield Education Foundation.
2. BE IT RESOLVED that the Fairfield Board of Education accepts with appreciation the following donation of school supplies to benefit the children of Stevenson School:

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Name of Donors	Gifts Donated
Ambrosio Family Creamatory Fairfield Unico Fairfield Family & Friends Faciani Family King Prints Knights of Columbus Manhattan Bagel Piccininni Family Pompei Family Rocco Donatiello Foundation Russo Family Chiropractic Mr. & Mrs. Ido Sanzari Stellato Funeral Home	11x17 copy paper (1-2 reams per class x 10 classes); 11x17 colored construction paper (pks of 8 colors); 8 ½ x 11 white cardstock paper; 10 decks of playing cards per class (5 classes) 25 copies of the following books: - Nate the Great (any story) - Freckle Juice - Lola Levine is Not Mean - Ivy & Bean 5 copies - Snowmen at Night (1 per class) Expo markers (teacher pack) Crayons Crayola Markers

BUILDINGS AND GROUNDS:

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>
Community Outreach Questions/ Information Session Churchill Gym	Retroactively from October 27, 2023 10:00 AM - 11:00 AM 5:00 PM - 6:00 PM
Mr. G’s After School Sports Program Stevenson Main Gym	February 22, 2024 - March 28, 2024 Thursdays Only: 3:30 PM to 4:30 PM

I. Motion to Ratify and Affirm Quote from Sauchelli Electric for Emergency Repairs at Adlai E. Stevenson School

WHEREAS, a quote was received from Sauchelli Electric for emergency repairs at Adlai E. Stevenson School to replace broken sidewalk light pole as follows:

Description	Cost
Remove old concrete pole light base; remove and install new electrical line to new pole; install new concrete footing and anchor bolt kit; install new steel pole with anchor bolt kit; install and wire new area LED light pole	\$4,848.70

BE IT RESOLVED that the Superintendent recommends the Fairfield Board of Education ratify and affirms the quote from Sauchelli Electric for emergency repairs to the light post at Adlai E. Stevenson School.

BE IT FURTHER RESOLVED that the Fairfield Board of Education ratify and affirms the quote from Sauchelli Electric for emergency repairs at Adlai E. Stevenson School at a cost of \$4,848.70.

Justification: Dr. Trabucco advised that the post is currently held together by a piece of plastic and is very wobbly. Dr. Trabucco fears that a child will get hurt during pick up and drop off times. An emergency solicitation for the immediate repair to the light pole is required. Due to the emergency declaration and the Local Finance Notice approving emergency appropriations and procurement, no further quotes were solicited.

J. Main Entrance Door Repair at Adlai E. Stevenson School

BE IT RESOLVED that the Fairfield Board of Education approves Karis Locksmith's estimate for the repair of the main entrance door for safety and security at Adlai E. Stevenson School in the amount of \$3,594.00.

Business/Finance Resolutions Items A-J

Introduced by: _____ Seconded by: _____

Discussion: _____

ROLL CALL

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

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. COMMITTEE REPORTS

XI. PUBLIC COMMENTS: NON-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.*

XII. NEXT MEETING

BE IT RESOLVED that the next meeting will be held, in person, on December 14, 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: _____ Seconded by: _____ Time: _____

ROLL CALL

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