

FAIRFIELD BOARD OF EDUCATION

Public Work Session

Meeting Minutes

Thursday, November 16, 2023 at 6:30 PM at the Fairfield Municipal Building

MR. ANTHONY DePASCALE, BOARD VICE 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	ABSENT
Mr. Joseph Fede	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.

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.

John Porcino reviewed the status of the electrical timeframe for Adlai E. Stevenson School and remedial work necessary at Winston S. Churchill School.

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: 2. Dr. Ciccotelli reported two HIB cases, one confirmed and 1 conflict.

It is anticipated that the Executive Session will take approximately 30 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: Joseph Fede Seconded by: Angela Altaai Time: 6:39 PM

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

Introduced by: Angela Altaai Seconded by: Joseph Fede Time: 7:52 PM

ADJOURNMENT

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

Introduced by: Angela Altaai Seconded by: Joseph Fede Time: 7:58 PM

ROLL CALL

Ms. Altaai, Mr. Egan, Mr. Fede, Mr. DePascale - All Ayes

Ms. Bellise-Jandoli - Absent

FAIRFIELD BOARD OF EDUCATION

Meeting Minutes

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

MR. ANTHONY DePASCALE, BOARD VICE PRESIDENT, CALLED THE ROLL AT 7:58 PM:

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

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

Mr. Brian Ko of Nisivoccia Advisors presented the full audit to the Board of Education.

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: Brian Egan

Seconded by: Angela Altaai

Discussion: None

ROLL CALL

Ms. Altaai, Mr. Egan, Mr. Fede, Mr. DePascale - All Ayes

Ms. Bellise-Jandoli - Absent

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.

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: Brian Egan

Seconded by: Angela Altaai

Discussion: None

ROLL CALL

Ms. Altaai, Mr. Egan, Mr. Fede, Mr. DePascale - All Ayes

Ms. Bellise-Jandoli - Absent

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: Brian Egan

Seconded by: Angela Altaai

Discussion: Dr. Ciccotelli tabled item B “HIB Investigation Confirmations from October 19, 2023 Executive Session”.

ROLL CALL

Ms. Altaai, Mr. Egan, Mr. Fede, Mr. DePascale - All Ayes

Ms. Bellise-Jandoli - Absent

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:

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

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: Angela Altaai

Seconded by: Brian Egan

Discussion: Mr. Egan acknowledged the Fairfield Education Foundation as well as all the listed donors for thinking about the children of the district.

ROLL CALL

Ms. Altaai, Mr. Egan, Mr. Fede, Mr. DePascale - All Ayes

Ms. Bellise-Jandoli - Absent

VIII. OLD BUSINESS

Mr. DePascale acknowledged the recent election and expressed gratitude for the overwhelming community support received for questions 1 and 2. Mr. DePascale specifically recognized Community Outreach Group, Home and School Association, Fairfield Education Foundation, Mr. Frank LaMorte and all the dedicated volunteers who contributed their efforts on election day.

IX. NEW BUSINESS

Mr. Egan highlighted the significance of Author Day, celebrating the remarkable achievement of Heather Prinzo, a Fairfield resident and teacher who recently authored a new children's book.

Mr. DePascale introduced the members of the Fairfield Education Foundation.

Lauren Mattaliano representing the Fairfield Education Foundation discussed the foundation's mission and its dedicated efforts to support the students of Fairfield.

X. COMMITTEE REPORTS

None

XI. PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY

Frank LaMorte inquired about our salary steps, potential job openings and the platforms where we post such positions.

Dr. Ciccotelli discussed the district's approach to advertising job openings, emphasizing how the district needs to stay competitive. Dr. Ciccotelli also provided an overview of the salary guide steps.

Mr. LaMorte requested clarification on the breakdown of the amounts for questions 1 and 2, as well as where this information could be accessed.

Mrs. Marano advised that the information will be made available on the district website.

Mr. DePascale raised a question regarding the determination of candidates' offers for job positions.

Dr. Ciccotelli clarified that such determinations are based on experience and the competitive nature of the salaries candidates are asking for.

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: Brian Egan Seconded by: Angela Altaai Time: 8:17 PM

ROLL CALL

Ms. Altaai, Mr. Egan, Mr. Fede, Mr. DePascale - All Ayes

Ms. Bellise-Jandoli - Absent