

FAIRFIELD BOARD OF EDUCATION

Public Work Session

Meeting Agenda

Thursday, February 22, 2024 at 6:00 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		Ms. Angela Altaai	
Mr. Joseph Fede		Mr. Anthony DePascale	
Ms. Melinda Street			

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

FAIRFIELD BOARD OF EDUCATION

Meeting Agenda

Thursday, February 22, 2024

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 PRESIDENT, CALLED THE ROLL AT 7:30 PM:

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

The Board will reconvene from Executive Session and Mr. Anthony DePascale, Board President, will preside and call the public meeting to order at approximately 7:30 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 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.*

III. ENROLLMENT

Grade	Students 6/9/2023	Students 2/16/2024
Preschool Inclusive	18	17
Preschool Special Ed	18	17
Kindergarten	98	94
First	96	98
Second	86	99
Third	107	84
Fourth	106	108
Fifth	85	107
Sixth	91	86
Home Instruction	1	1
Out-of-District	2	2
Total	708	713

IV. PERSONNEL

A. Certificated Staff

1. Employment

- a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Tina Thompson as a full-time tenure track Elementary Teacher for the 2023-2024 school year. Ms. Thompson will begin employment approximately March 1, 2024 at a prorated salary based on B.A., Step 8 on the current teachers’ salary guide pending receipt of required documentation.
- b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Nichole Pineault as a full-time tenure track Elementary Teacher for the 2023-2024 school year. Ms. Pineault will begin employment retroactively to February 21, 2024 at a prorated salary based on B.A., Step 9 on the current teachers’ salary guide pending receipt of required documentation.
- c. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Marissa Murino as a full-time tenure track Elementary Teacher for the 2023-2024 school year. Ms. Murino will begin employment approximately March 1, 2024 at a prorated salary based on B.A., Step 2 on the current teachers’ salary guide pending receipt of required documentation.

BE IT FURTHER RESOLVED that Marissa Murino is approved as a substitute from February 23, 2024 until certification documentation is received.

2. Rescind Employment Approval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, rescinds the employment approval for Joan DeLuca as a full-time tenure track Elementary Teacher for the 2023-2024 school year.

3. Movement on Salary Guide

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves movement on the teachers' guide for Giana Annese from B.A. +15 to M.A. effective September 1, 2024.

4. Retirement

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the letter of retirement from Angela Britton, Instructional Support/Media, effective June 30, 2024, with regret, best wishes, and appreciation for her 24 years of service to the students of Fairfield.

5. Mentor Teacher

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Jennifer Sarna as mentor to novice teacher, Jaclyn VanNatten retroactively to January 18, 2024 through June 30, 2024. Fee is paid by the novice teacher.

6. 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 Jennifer Sarna. Mrs. Sarna's due date is July 1, 2024. She will begin her 12-week FMLA leave from August 29, 2024 through November 20, 2024. Mrs. Sarna plans to return for the 2025-2026 school year.

7. Change of Assignment

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Karissa Yelovich's assignment change from Churchill School World Language/Instructional Support Teacher to Stevenson School First Grade Teacher effective March 25, 2024.

8. Approval of Job Description

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the New Jersey Learning Acceleration Grant Tutor Job Description.

9. Club Advisor Approval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the club advisors for the 2023-2024 school year, per current teachers' contract, for a minimum of 15 sessions per year. Split position stipends will be divided evenly.

<u>Club</u>	<u>Advisors</u>
Yearbook Club (1 at Churchill)	Sarah Kirk and Jaime Chavkin

B. Non-Certificated Staff

1. Change of Assignment

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves William Harvey from full-time Technology/Network Admin Assistant to full-time Technology/Network Administrator at a prorated salary of \$85,000 effective retroactively to February 19, 2024.

2. Employment

- a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of William Grotz as a full-time Custodian effective March 1, 2024 for the 2023-2024 school year at a prorated salary of \$48,000 pending receipt of required documentation.
- b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Ervis Mucka as a full-time Custodian effective approximately March 1, 2024 for the 2023-2024 school year at a prorated salary of \$46,000 pending receipt of required documentation.
- c. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Mary Trentin as a Stevenson School Cafeteria/Playground/Office Aide at a prorated salary of \$7,671 for the 2023-2024 school year effective February 26, 2024 pending receipt of required documentation.
- d. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Ahmmed Hamdan as a full-time Technology/Network Admin Assistant at a prorated salary of \$57,000 for the 2023-2024 school year beginning approximately April 16, 2024 pending receipt of required documentation.

3. Approval of Revised Job Description

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the revision to the Payroll/Benefits Coordinator Job Description.

C. Substitutes

1. Employment

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Julia Bond as a fully-qualified teacher/aide substitute for the 2023-2024 school year pending receipt of required documentation.

Personnel Recommendations:

Introduced by: _____ Seconded by: _____

Discussion: _____

ROLL CALL

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

V. **CURRICULUM/PROGRAM**

A. Uniform Memorandum of Agreement

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, retroactively approves the submission of the Uniform Memorandum of Agreement and signature pages to the Essex County Superintendent for the 2023-2024 school year, required by the NJ Department of Education by January 31, 2024.

B. Field Trip Approval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the addition of the following field trips to our current list:

<u>Event/Location</u>	<u>Subject Area</u>
Six Flags Great Adventure (Jackson, NJ) Dorney Park (Allentown, PA)	Fine Arts/Music Spring Competition

C. SEMI Program Waiver

WHEREAS, N.J.A.C 6A:23A-5.3(b)1 provides that a school district may request a waiver of compliance with respect to the District's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2023-2024 school year; and

WHEREAS, the Fairfield Board of Education desires to apply for this waiver due to the fact that it projects Fairfield will not meet the minimum number of Medicaid eligible classified students; and

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools, in the County of Essex, an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3(b)1 for the 2023-2024 school year.

D. 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 workshops and submission of the travel reports. *Lodging and travel will be noted separately if applicable.

Staff	Workshop	Date	Registration *travel & lodging
Bonfiglio, Adam	Restorative Practices in the Classroom (BER)	5/3/2024 Online	\$279.00
Malinowski, Danielle	Dyslexia: Practical Methods to Improve Student Outcomes (BER)	3/13/2024 Online	\$279.00
Marano, Kathleen	NJASBO Annual Conference	Atlantic City 6/4/24 - 6/7/24	Reg. waived * Travel not to exceed \$325.00
Prinzo, Heather	Maximize the Power of Guided Math to Increase Student Math Learning (BER)	Retroactive to 2/5/2024 Online	\$279.00 Title II

Curriculum/Program Recommendations:

Introduced by: _____ Seconded by: _____

Discussion: _____

ROLL CALL

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

VI. POLICY

A. First Reading of Policies

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

<u>Policy #</u>	<u>Title</u>	<u>Revised/Correction</u>
P 0155	Board Committees	Revised
P 8500	Food Services (M)	Strauss Esmay Correction

Policy Recommendations:

Introduced by: _____ Seconded by: _____

Discussion: _____

ROLL CALL

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

VII. BUSINESS/FINANCE OFFICE RESOLUTIONS

A. Minutes Approval

BE IT RESOLVED that the Fairfield Board of Education approves/accepts the minutes from the January 17, 2024 Public & Executive Sessions as amended.

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 - 2/7/2024*	\$203,277.65
Ratify and Affirm Bills & Claims List - 2/22/2024*	\$238,987.32
Ratify and Affirm January 30, 2024 Payroll	\$478,212.88
Ratify and Affirm February 15, 2024 Payroll	\$428,331.37

C. Transfer of Funds

BE IT RESOLVED that the Fairfield Board of Education authorizes the transfers in the 2023-2024 budget, per details of the Transfers Report for January 2024, per state law, for the 2023-2024 school year.

D. Secretary/Treasurer Report

BE IT RESOLVED that the Fairfield Board of Education acknowledges and accepts the reports of the Board Secretary and Treasurer of School Monies for the period of January 1, 2024 through January 31, 2024.

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

ADMINISTRATIVE:

E. National School Lunch Program 2024-2025

BE IT RESOLVED that the Fairfield Board of Education does not participate in the National School Lunch Program.

BE IT FURTHER RESOLVED that the Fairfield Public School District has a lunch program in place that meets the minimum nutritional standards established by the U.S. Department of Agriculture as cited by 7CFR 210.10. All students in the school(s) may participate in the lunch program and free or reduced lunch prices are offered to qualifying children.

F. Notification of Withdrawal of Request for Public Assistance (RPA)

BE IT RESOLVED that the Fairfield Board of Education approves:

Notification of Withdrawal of Request for Public Assistance - (RPA) (FEMA-4488-DR-NJ)
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GRANTS:

G. New Jersey Learning Acceleration Grant

BE IT RESOLVED that the Fairfield Board of Education accepts the approval of the High-Impact Tutoring Grant from the New Jersey Learning Acceleration Program in the amount of \$58,000.

CONTRACTS:

H. Roof Replacement at Winston S. Churchill School

BE IT RESOLVED that the Fairfield Board of Education accepts and approves the Education and Facilities Construction and Financing Act **Section 15 Grant Agreement Execution Letter** for Winston S. Churchill School.

DOE Project #: 1465-030-23-R501	SDA Project #: 1465-030-23-G5FU	Grant #: G5-6554
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Total Project Cost	\$130,000
State Share	\$ 52,000
Local Share	\$ 78,000

I. Advertise - Phase I and II at Winston S. Churchill

BE IT RESOLVED that the Fairfield Board of Education hereby ratify and affirms the advertisement for Phase I and II Roofing Project at Winston S. Churchill School.

J. The Phase 1 - Partial Roof Replacement at Winston S. Churchill School - Rod Grant Project

WHEREAS, the Board of Education of the Fairfield Public School District in the County of Essex, New Jersey (the “Board”), desires to proceed with a school facilities project consisting generally of:

PARTIAL ROOF REPLACEMENT - PHASE I
at
WINSTON S. CHURCHILL SCHOOL

WHEREAS, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE FAIRFIELD PUBLIC SCHOOL DISTRICT IN THE COUNTY OF ESSEX, STATE OF NEW JERSEY, as follows:

Section 1: In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Essex County Superintendent of Schools and the New Jersey Department of Education for approval. This project is designated “Other Capital” and the Board is not seeking state funding.

Section 2: The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Projects(s).

Section 3: The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of information to the New Jersey Department of Education as applicable to the proposed Project

Section 4: This resolution shall take effect immediately.

BUILDINGS AND GROUNDS:

K. Building Use Applications

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

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<u>Organization Group/Location/Purpose</u>	<u>Date and Time Slot</u>
Churchill Jazz Band Club (Justin Lazaro) Room 19/Gym Stage	Wednesdays Only - 3:20 PM to 4:20 PM Retroactively to 2/7/24 to 6/12/24
Churchill Band/Orchestra Rehearsal (Justin Lazaro) Churchill Gym/Stage	Tuesdays & Fridays - 8:00 AM to 8:55 AM Retroactively to 2/7/24 to 6/19/24
Churchill Communications/Coding (James Verrengia) Churchill Media Ctr. or Classroom	3:20 PM TO 4:00 PM Retroactively to 1/31, 2/4, 2/21, 2/28, 3/6, 3/13, 3/20/24
Churchill Art Club (Adam Bonfiglio) Churchill Art Room	Mondays - 3:45 PM to 4:45 PM Retroactively to 1/22, 1/29, 2/5, 2/12, 2/26, 3/4, 3/11/24 Thursdays - 3:45 PM to 4:45 PM Retroactively to 1/25, 2/1, 2/8, 2/15, 2/22, 2/29, 3/7, 3/14/24
Churchill Gardening Club (Jaime Chavkin) Room 16	Tuesdays - 8:00 AM to 8:35 AM Retroactively to 2/6, 2/27, 3/5, 3/19, 3/26/24 Tuesdays - 3:35 PM to 4:20 PM 4/9, 4/23, 5/7, 5/14, 5/28/24
Churchill Safety Patrol Club (Dory Nazarian, Sarah Kirk, and Jennifer Sarna) - Room 12	8:00 AM to 8:35 AM Retroactively to 1/4, 2/1, 3/7, 4/11, 4/19, 5/2, 6/6/24
Stevenson Grade 1 Homework Club (Maria Suppa and Laura Barra) Rooms 13 and 14	Thursdays Only - 3:27 PM to 4:27 PM Retroactively to 1/25/24 to 5/9/24
Stevenson Grade 2 Homework Club (Addie Fasulo) - Room 39	Mondays and Thursdays Only - 3:27 PM to 4:20 PM Retroactively to 1/25/24 to 3/25/24
Churchill Drama Club - Rehearsals (Kirk & Silvestri) - Gym/Stage	3:30 PM to 5:00 PM 3/5, 3/12, 3/19, 3/26, 4/9, 4/16, 4/23, 4/30, 5/7, 5/14, 5/21/24
Churchill Drama Club - Play (Kirk & Silvestri) - Gym/Stage	3:30 PM to 8:30 PM 5/21/24
FEA - Information Session (Jen Valenti & Vanessa Mayer) Teacher's Room	7:45 AM to 8:35 AM Retroactively to 2/8/24

Business/Finance Resolutions Items A-K

Introduced by: _____ Seconded by: _____

Discussion: _____

ROLL CALL

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

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 March 14, 2024, 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.

XIII. ADJOURNMENT

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

Introduced by: _____ Seconded by: _____ Time: _____

ROLL CALL

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