

Fairfield Board of Education
Meeting Minutes
Tuesday, August 6, 2020
Virtual Meeting, 7:30 P.M.

Attachment D

I. EXECUTIVE SESSION

BE IT RESOLVED that the Fairfield Board of Education 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.

Introduced by: Mr. Egan

Seconded by: Mr. Freda

Mr. Egan: Aye, Dr. Sapienza: Aye, Mr. Freda: Aye, Mr. Didyk: Aye
Motion Carries

II. OPEN MEETING –PUBLIC NOTICE OF MEETING

The Board reconvened from Executive Session and Mr. Didyk, President, presided and voiced the call to order at 7:33 p.m. by reading 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 Progress Newspaper.”

Now, please join us for the Pledge of Allegiance.

BOARD MEMBERS PRESENT: Mr. Brian Egan; Mr. Pat Freda; Dr. Mike Sapienza, Vice-President, and Mr. Jeffrey Didyk, President

BOARD MEMBERS ABSENT: Mrs. Andrea Jandoli

ADMINISTRATORS PRESENT: Ms. Susan Ciccotelli, Superintendent of Schools and Ms. Lyanna Rios, Business Administrator/Board Secretary

III. PUBLIC COMMENT ON: *AGENDA ITEMS ONLY*

None

IV. PERSONNEL

A. Certificated Staff

1. Assignment of Anti-Bullying Coordinator

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Meghan Cafone as the district Anti-Bullying Coordinator for the 2020-2021 school year at a stipend of \$767.01.

2. Resignation

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the letter of resignation of Joanne Rhodes, effective June 30, 2020, with regret, best wishes and appreciation for her 23 years of service to the students of Fairfield.

3. Movement on Guide

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Donna Lizza to move on the guide from B.A. +30 (Step 9) to M.A. (Step 9), effective August 31, 2020.

B. Non-Certificated Staff

1. Resignations: Playground/Cafeteria Aide

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the letters of resignation from Dawnmarie LaManna and Kathryn Raniero, Playground Cafeteria Aides, with regret and appreciation for their years of service to the students of Fairfield, effective June 30, 2020.

C. Administration

1. Superintendent's Evaluation Approval

BE IT RESOLVED that the Fairfield Board of Education approves the 2019-2020 evaluation for Susan Ciccotelli, Superintendent of Schools, and signed by Jeff Didyk, Board President, on July 30, 2020.

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D. Substitutes

1. Employees to Serve as Substitutes

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following employees to also serve as substitutes in other areas, as needed, effective for the 2020-2021 school year:

<u>Employee/Sub</u>	<u>Substitute as:</u>	<u>Employee Sub</u>	<u>Substitute as:</u>
Agostini, Maria	Teacher, Inst. Aide	Gambino, Marilou	Teacher
Bertoldi, Marissa	Teacher	Karch, Anna Maria	Secretary
Blum, Sharyn	Teacher	Kendall, Deanna	Inst. Aide, Secretary
Carroll, Lisa	Teacher	Lipari, Carla	Instructional Aide
Cielo, Karen	Inst. Aide, Secretary	LoBasso, LouAnn	Secretary
Contaldi, Kathy	Teacher	Ortizzo, Kristin	Teacher
Convertino, Daniela	Teacher	Schubach, Rita	Inst. Aide, Secretary
Curving, Patti	Inst. Aide, Secretary	Ummak, Mary	Teacher
Foti, Mary Jo	Inst. Aide, Secretary	Wong, Kathy	Teacher

2. Substitute Reappointment

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, reappoints the following fully qualified teacher, aide, secretarial, and custodial substitutes, for the 2020-2021 school year. All documentation is on file.

<u>Substitutes</u>	<u>Position (s)</u>		<u>Substitutes</u>	<u>Position (s)</u>
Altomare, Kathleen	Teacher, Aide		Karch, Gabriella	Aide, Secretary
Berrian, Angela	Teacher		Karch, Salvatore	Teacher
Bertoldi, Leo	Teacher, Aide		Kelsey, Barbara	Aide, Secretary
Bonapace, Ingrid	Teacher		Kendall, Abigail	Aide
Brunetti, Susan	Aide, Secretary		Klein, Michael	Teacher
Byk, Maureen	Teacher		Kowalski, Christine	Teacher
Calabrese, David	Teacher		LaQuaglia, Jeffrey	Teacher
Cammarata, Christina	Aide		Lepinsky, Rosalie	Teacher, Secretary
Cannataro, Briana	Teacher, Aide, Sec.		Marino, Joanne	Teacher
Capalbo, Lisa	Aide, Secretary		Matos, Elizabeth	Teacher, Aide
Collini, Yolanda	Aide		Mauriello, Michell	Teacher, Secretary
D'Argenio, Katie	Teacher		Petrozza-Butler, Carmela	Aide
DeMichele, Louise	Teacher, Aide		Romano, Donna	Aide
Dias, Judith	Teacher, Aide		Roselle, Paula	Teacher
DiFulco, Bianca	Teacher, Aide		Rutigliano, Ashley	Teacher, Secretary
Giampapa, Michael	Teacher		Sudol, Nicole	Teacher, Aide, Sec.
Grimes, Katerina	Teacher, Aide, Sec.		Tahawi, Buthania	Teacher
Hunter, Francis	Teacher, Aide		Telli, H. Karen	Teacher
Jeffay, Elisa	Teacher, Aide		Vaxmonsky Jr., William	Custodian

Personnel Recommendations:

Introduced by: Dr. Sapienza

Seconded by: Mr. Egan

Mr. Egan: Aye, Dr. Sapienza: Aye, Mr. Freda: Aye, Mr. Didyk: Aye
Motion Carries

V. BUSINESS/FINANCE OFFICE RESOLUTIONS

A. Minutes Approval

Attachment A

BE IT RESOLVED that the Fairfield Board of Education approves the attached minutes from the June 16, 2020 Public & Executive Sessions.

B. Bills/Claims/Payrolls

Attachment B

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

June Bills and Claims List	\$536861.21
July Bills and Claims List	\$398,539.97
June 17, 2020 Payroll	\$363,666.95
June 30, 2020 Payroll	\$92,130.11
July 15, 2020 Payroll	\$84,533.34

C. Transfer of Funds

Attachment C

BE IT RESOLVED that the Fairfield Board of Education authorizes the transfers in the 2019-2020 budget, per details of the Transfers Report for June 2020, per state law, for the 2019-2020 school year.

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 June 1, 2020 through June 30, 2020.

I hereby certify that for the period ending June 2020 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-16.10(a).



Lyanna Rios
Business Administrator/Board Secretary

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Pursuant to N.J.A.C.6A:23A-16.10(c)(4), the Fairfield Board of Education hereby certifies that as of June 30, 2020 after review of the Secretary's monthly financial report for June 2020 (appropriations section), and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(a) and those sufficient funds are available to meet the district's financial obligations.

E. Tiny Treasures 2020-2021 Lease Agreement

Attachment D

BE IT RESOLVED that the Fairfield Board of Education approves the lease agreement with Tiny Treasures Extended School Day for the 2020-2021 school year pending attorney review.

F. Scholarship Awarded

BE IT RESOLVED that the Fairfield Board of Education recognizes Aldina Ljesnjanin as the 2020 MECCA, Inc. Scholarship Award recipient for academic excellence. Ms. Ljesnjanin, a former Winston Churchill School student, graduated from West Essex Regional High School June 2020 and plans to attend Montclair State University where she will be studying Family Science and Human Development.

G. Essex Regional Educational Services Commission Transportation Service Agreement

BE IT RESOLVED that the Fairfield Board of Education hereby rescinds the June 16, 2020 award of the Transportation Services Agreement with Essex Regional Educational Services Commission for the 2020-2021 school year.

H. Transportation Agreement with Sussex County Regional Transportation Cooperative

BE IT RESOLVED that the Fairfield Board of Education approves to participate in the Joint Transportation Agreement for the 2020-2021 school year with the Sussex County Regional Transportation Cooperative for Regular, Special Education and Field Trip Transportation.

I. Reduction in State Aid 2020-2021

WHEREAS, on or about July 10, 2020, the State of New Jersey Department of Education notified the Fairfield Board of Education of a reduction of \$56,059.00 in its 2020-2021 State Aid in the wake of the COVID-19 pandemic; and

WHEREAS, the Department of Education has directed that any school district experiencing a reduction in State Aid as a result of the COVID-19 pandemic submit a resolution adopting a plan, within the parameters set by the Department of Education, to address the State Aid reduction no later than August 14, 2020 by reducing appropriations from the level contained in the original budget certified for taxes; and

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NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education (the “Board”) hereby acknowledges the reduction in its State Aid award for the 2020-2021 school year in the amount of \$56,059.00; and

BE IT FURTHER RESOLVED that the Board, in accordance with the July 10, 2020 directive from the State of New Jersey Department of Education will reduce appropriations within its General Fund Current Expenses in the amount of \$56,059.00 for the 2020-2021 school year as a mid-year budget adjustment and directs the Board’s Business Administrator to transfer said funds in accordance with N.J.A.C. 6A:23A-13.3; and

FURTHER BE IT RESOLVED that the Board further directs the Board’s Business Administrator/Board Secretary to record the reduction in revenue on the budget line that contains the 2020-2021 State Aid award; and

BE IT FURTHER RESOLVED that the Board hereby further directs the Board’s Business Administrator/Board Secretary to submit a copy of this resolution, a detailed narrative of the reduction to the appropriation line, and the transfer list to the County office for approval.

Business/Finance Office Resolutions Items A-I

Introduced by: Mr. Egan

Seconded by: Mr. Freda

Mr. Egan: Aye, Dr. Sapienza: Aye, Mr. Freda: Aye, Mr. Didyk: Aye

Motion Carries

VI. OLD BUSINESS

None

VII. NEW BUSINESS

None

VIII. COMMITTEE REPORTS

The Buildings and Grounds Committee reported that the new administrative office space, 277 Fairfield Road, is currently being used.

IX. PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY

Denise Maglione, from the HSA, thanked the Board and Administration for including them in the reopening plan.

Rose Laprus asked about classroom size. Superintendent explained that classroom sizes will be determined by the virtual survey results.

Mena Farinhas asked if the reopening plan will be shared during the board meeting. Ms. Ciccotelli explained that each school based committee will share reopening plans via email on Fridays.

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Anthony Giordano inquired about a full 5 day schedule for students, laptop availability for students, and an update on our after-care program. Ms. Ciccotelli explained that the district is in the process of finalizing the space that will be available for the after-care program. She also explained that additional laptops have been purchased to ensure that every child has a laptop. Ms. Ciccotelli also indicated that while other schools have initially planned to have a full day 5 day schedule, these plans have since changed, she also stated that other districts may have more students choosing to have virtual classes which may have an impact on what days they choose to provide in-person lessons.

Dori Stellato asked how virtual classes will be done and why the district chose a 2 days a week schedule as opposed to 3 days. Ms. Ciccotelli explained that the 2 days a week for each group allows for 1 day to be left for a deeper cleaning and professional development days.

Rosa Ferraris commented on the low response received on the virtual learning survey, she also suggested a dedicated liaison be assigned to assist with virtual learning.

Britney Panico asked about the kindergarten orientation that usually takes place in June. Ms. Ciccotelli explained that the orientation will be at a later date as it is currently being worked on.

Rose Laprus asked about the availability of federal funds and any budgetary constraints. Ms. Rios explained that FEMA funds were available; however, the district did not apply for these funds as funds were available in the 2019-2020 budget.

Anthony Giordano suggested having a fundraiser to help pay for any cleaning supplies needed. He also asked for clarification on virtual classes if they will be live or pre-recorded. Ms. Ciccotelli explained that it will be a combination of both.

Dori Stellato asked if the board will be having a Q & A session at the next board meeting. Ms. Ciccotelli explained that there will not be a Q & A session at the next board meeting.

Adriana Marino commented on the structuring of virtual learning and how some of the assignments were advanced for the age group.

Alexandra Prieto asked about the duration of virtual learning. Ms. Ciccotelli provided clarification on the same.

Rose Laprus asked about student schedules. Ms. Ciccotelli explained that the schedules will be available once the virtual survey results are available and reviewed.

Ashley Pernice asked if a second COVID-19 wave were to come, will the parents have the opportunity to switch back to virtual. Ms. Ciccotelli replied yes.

X. NEXT MEETING

BE IT RESOLVED that the next meeting will be held on August 25, 2020. Executive Session at 7:00 p.m. Public Session at 7:30 p.m. tentatively in the Library at Stevenson School.

XI. ADJOURNMENT

There being no further business before the Board, the executive and public session adjourned at 8:42 p.m.

Introduced by: Mr. Egan

Seconded by: Dr. Sapienza

Mr. Egan: Aye, Dr. Sapienza: Aye, Mr. Freda: Aye, Mr. Didyk: Aye

Motion Carries