

FAIRFIELD BOARD OF EDUCATION

Executive Session

Meeting Minutes

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

MR. PAT FREDA, BOARD MEMBER, 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. Pat Freda	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

The Business Administrator discussed several key budget challenges with Board members for the 2023-24 school year.

BE IT RESOLVED that the Fairfield Board of Education hereby convenes to Executive Session for discussion of the following subjects: 9.

It is anticipated that the Executive Session will take approximately 15 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;
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;

FAIRFIELD BOARD OF EDUCATION

Meeting Minutes

Thursday, February 16, 2023

7:35 PM at the Fairfield Municipal Building

(Access livestream at www.fpsk6.org at 7:35 PM. Also available on Channel 34)

I. OPEN MEETING –PUBLIC NOTICE OF MEETING

MR. PAT FREDA, BOARD MEMBER, CALLED THE ROLL AT 7:35 PM:

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

The Board will reconvene from Executive Session and Mr. Pat Freda, Board Member, presided and called the public meeting to order at approximately 7:35 PM and 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

PRESENTATION: Churchill School Art Club

III. ENROLLMENT

<u>Grade</u>	<u>Students 6/10/2022</u>	<u>Students 2/10/2023</u>
Preschool	40	32
MD	5	1
Kindergarten	97	98
First	85	95
Second	98	86
MD/Home	5	7
Third	98	105
Fourth	79	104
Fifth	90	83
Sixth	119	91
Total	716	702

IV. PERSONNEL

A. Non-Certificated Staff

1. Substitutes

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Daniella DeStefano, paraprofessional, as a fully-qualified teacher substitute for the 2022-2023 school year.

2. Playground/Cafeteria Aide Revision

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Porzia Oliva, playground/cafeteria aide, to be reduced from 5 days per week to 4 days per week retroactively to January 26, 2023.

Personnel Recommendations:

Introduced by: Angela Altaai

Seconded by: Brian Egan

Discussion: None

ROLL CALL

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

Ms. Bellise-Jandoli - Absent

V. CURRICULUM/PROGRAM

A. 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 2022-2023 school year; and

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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 2022-2023 school year.

B. 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
Valenti, Jennifer Nazarian, Dorian	NJECC Annual Technology Conference	3/7 & 3/8, 2023 Montclair State University	\$215.00 per Attendee Title IV
Diaz, Adriana	Practical Early Intv. Strategies	3/20/2023 Virtual	\$279.00 IDEA Funds
Smith, Rebecca	2023 NJ Bilingual Educators Conf. (NJTESOL/NJBE, Inc.)	After 5/26/2023 Virtual	\$350.00
Salvemini, Brianna	2023 Shape NJ Annual Conv.	2/27/2023 Westin Princeton	\$249.00
Malinowski, Danielle	Helping your Writers to Succeed	3/28/2023 Virtual	\$279.00
Verrengia, James	Developing and Using Models in the NGSS Classr.	3/31/2023 PRISM	\$175.00 Title II Funds
Kirk, Sara Day, Gabriella	Restorative Practices for Educators	4/17 & 4/18, 2023 Virtual	\$450.00 Each ESSER Grant
Marano, Kathleen	NJASBO Annual Conference	Atlantic City 6/6 – 6/8, 2023	Reg. waived *\$653.00

C. 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 trip to our current list:

Churchill School - Second Grade Move-Up Day

Curriculum/Program Recommendations:

Introduced by: Brian Egan

Seconded by: Pat Freda

Discussion: Dr. Ciccotelli added (Item B) the workshop for Valenti and Nazarian to be paid through Title IV funds.

ROLL CALL

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

Ms. Bellise-Jandoli - Absent

VI. POLICY

A. Second Reading of Policies/Regulations

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts and approves the second reading or abolishment of the following policies and regulations, as noted:

<u>Policy/ Regulation #</u>	<u>Title</u>	<u>Revised/ Abolished</u>
P 1648.11	The Road Forward COVID-19 - Health and Safety (M)	Abolished
P 1648.13	School Employee Vaccination Requirements (M)	Abolished
P 0152	Board Officers	Revised
P 0161	Call, Adjournment, and Cancellation	Revised
P 0162	Notice of Board Meetings	Revised
P & R 2423	Bilingual and ESL Education (M)	Revised
P 4420	Benefits	Revised
P & R 5200	Attendance (M)	Revised
P 5240	Tardiness	Revised
R 7510	Use of School Facilities (M)	Revised
P 8140	Student Enrollments (M)	Revised
R 8140	Enrollment Accounting (M)	Revised
P & R 8330	Student Records (M)	Revised
P 8420	Emergency and Crisis Situations (M)	Revised
R 8420.2	Bomb Threats (M)	Revised
R 8420.7	Lockdown Procedures (M)	Revised
R 8420.10	Active Shooter (M)	Revised

B. Job Description Revision Approval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the revisions to the Technology/Network Administrator Assistant Job Description, effective for the 2022-2023 school year.

C. HIB Confirmation

BE IT RESOLVED that the Fairfield Board of Education confirms the Superintendent's HIB Investigation results as reported at the Executive Session on January 19, 2023 as follows: HIB investigation WSCS#04 22-23 and WSCS#05 22-23 did not satisfy the Anti Bullying Rights definition of HIB.

Policy Recommendations:

Introduced by: Brian Egan

Seconded by: Anthony DePascale

Discussion: None

ROLL CALL

Ms. Altaai, Mr. Egan, Mr. Freda, 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 January 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 - 1/26/2023	\$74,543.00
Ratify and Affirm Bills & Claims List - 2/6/2023	\$64,300.13
Ratify and Affirm Bills & Claims List - 2/16/2023	\$195,006.18
Ratify and Affirm January 30, 2023 Payroll	\$433,413.68
Ratify and Affirm February 15, 2023 Payroll	\$444,911.29

C. Transfer of Funds

BE IT RESOLVED that the Fairfield Board of Education authorizes the transfers in the 2022-2023 budget, per details of the Transfers Report for January 2023, per state law, for the 2022-2023 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, 2023 through January 31, 2023.

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.

E. Account Closure

BE IT RESOLVED that the Fairfield Board of Education authorizes the Business Administrator to close the District's Debt Service Account ending in 4461.

BE IT FURTHER RESOLVED that the District no longer has debt.

CONTRACTS:

F. Office Rental Modification Agreement

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the School Business Administrator, approves the lease agreement between the Fairfield Board of Education and Hollywood Associates, L.L.C., as per the lease agreement, and authorizes the Superintendent of Schools, the Business Administrator, the Board President, and the Board Attorney to take whatever steps necessary to effectuate the purposes of this resolution.

G. Copier Lease

BE IT RESOLVED that the Fairfield Board of Education solicited Request for Proposals for the following companies for new copiers:

Company	Total Monthly Cost
Atlantic Tomorrow's Office	\$2,436.00
UBS (United Business Systems)	\$2,925.50
Matthijssen Business Systems	\$3,663.00

NOW, THEREFORE, BE IT RESOLVED that the Board approves Atlantic Tomorrow's Office as the lowest responsive and responsible cost for a five-year copier lease.

H. Churchill School Mold Remediation and Cleanup

The following contractors were solicited for Request for Proposals (RFP) from Karl & Associates Environmental Group:

Guardian Contracting Inc., Toms River, NJ	\$21,500.00
North Star, East Hanover, NJ	Non Responsive
Two Brothers, Totowa, NJ	Non Responsive
First On Site, Monroe Township, NJ	Non Responsive
GL Group, Bloomingdale, NJ	Non Responsive

RFPs were due no later than February 2, 2023 at 12:00 PM.

BE IT RESOLVED that the Fairfield Board of Education approves Guardian Contracting Inc. for the mold remediation and cleanup in the Old Gymnasium/Cafeteria Ceiling at Winston S. Churchill School in the amount of \$21,500.

BE IT FURTHER RESOLVED that a portion of the cost will be funded through the ARP ESSER funds in the amount of \$10,000 (account # 20-287-200-400-00).

I. Churchill School Repair/Installation

BE IT RESOLVED that the Fairfield Board of Education approves Murray Paving and Concrete LLC for the insulation and closing of the Winston S. Churchill School Old Gymnasium/Cafeteria Ceiling in the amount of \$80,045.46.

BE IT FURTHER RESOLVED that this contract has been approved through BID #ESCNJ 20/21-03.

J. Transportation Agreement with Sussex County Regional Cooperative

BE IT RESOLVED that the Fairfield Board of Education approves the participation of a Joint Transportation Agreement with the Sussex County Regional Cooperative for Special Education, Field Trip, Public and Private School Transportation for the 2023-2024 school year.

ADMINISTRATIVE:

K. Gifts to the District

BE IT RESOLVED that the Fairfield Board of Education accepts with appreciation a donation of an 8-Compartment Mobile Backpack Storage Cabinet and a 5-Compartment Mobile Storage Cabinet for use at Stevenson School through DonorsChoose.

BE IT FURTHER RESOLVED that the donor is anonymous.

L. Minimum Wage Increase - Substitute Rates

BE IT RESOLVED that the Fairfield Board of Education approves the minimum wage increase for substitute rates of pay below, retroactive from January 1, 2023 for the 2022-2023 school year:

Secretary	\$14.13 per hour
All Aides (Instructional/Playground)	\$14.13 per hour
Custodian	\$14.13 per hour
Custodian in Long-Term Assignment	Consecutive Day 1-20: \$14.13 per hour Day 21 to end of assignment: \$17.00 per hour (returns to \$14.13 per hour at end of assignment)
Custodial Summer Help for 2023	\$14.13 per hour

BUILDINGS AND GROUNDS:

M. Building Use Application:

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

<u>Organization Group/Location/Purpose</u>	<u>Date and Time Slot</u>
Chess Wizards, Inc. Churchill Classroom	April 3, 17, 24, 2023 May 1, 8, 15, 22, 2023 June 5, 12, 19, 2023 Mondays Only 3:20 PM to 4:40 PM

Business/Finance Resolutions Items A-M

Introduced by: Angela Altaai

Seconded by: Anthony DePascale

Discussion: None

ROLL CALL

Ms. Altaai, Mr. Egan (abstain G), Mr. Freda, Mr. DePascale - All Ayes

Ms. Bellise-Jandoli - Absent

VIII. OLD BUSINESS

None

IX. NEW BUSINESS

Mrs. Marano stated that the tentative budget is currently being prepared for submission to the county office in March. She identified some of the challenges of the budget for the new year. The tax levy increase does not provide enough funding to cover the cost of increase in various accounts. The health benefit increase is 11.6%, salary increase is 3.3%, various other increases such as insurance, electric and gas, and pension. Mrs Marano mentioned that the Board will be contemplating a question on the November ballot to support the loss.

With his deepest regret, Pat Freda announced his resignation effective May 2023. Below is his speech:

“For the staff that are watching this evening, hopefully you can recall my message back in September, the first day everyone returned from summer break? I said this year was all about CHANGE. I commented how change can be difficult but change can also be positive and change is a part of life.

I believe one of the strengths of the Fairfield school district is that we are able to face change with success and allow change to be positive. With that said, it is bittersweet that I announce yet another change is about to happen. I will be resigning as a board member, effective May, allowing the board the time needed to fill my seat while the board continues with its current responsibilities.

I grew up in Fairfield and raised a family here too. I roamed the hallways of Stevenson and Churchill, back when each building was K-6 and where you lived in town decided which building you attended. And if I can throw a plug for the upcoming referendum, nothing has changed since those many years ago. I remember when the library was across the street in the current Churchill parking lot, which was the original school building of Fairfield.

I graduated from West Essex, where many of the current students will one day attend and I have to say I was prepared for West Essex because of the education Fairfield provided and continues to provide today. And why I decided this was where I would want to raise a family.

I always wanted to give back to the town that provided me with opportunities and what better way than dedicating my time for the children of Fairfield. Volunteering my time with the Municipal Alliance for 6 years along with an additional 21 years as a recreation commissioner and coach, an experience I still miss today. But nothing compares to the support and confidence I received from the voters of Fairfield, which I never took for granted, allowing me to represent you for the past 18 years as a board of education member.

I know we have had our challenges, as all school districts do, but never did I or the different board members that have served alongside me, ever make decisions that would negatively affect the education the students of Fairfield receive. Not saying it's easy and not saying there will be challenges ahead, but I trust and know the members sitting beside me, and the current administration, will continue the educational excellence we have come to expect. Give them your support and good things will continue to happen.

I close by saying that it has been an honor and privilege being your representative and that change is always hard but can be exciting too. Thank you again.”

X. COMMITTEE REPORTS

Brian Egan reported that the Building & Grounds Committee discussed the on-going referendum situation plus or minus and the impact on the changes of projects and approving the referendum. The state's process also makes an impact by estimating a 6-8 month range for review and finalizing. The referendum renovation ties into needs of the district expense wise that Kathleen Marano was just speaking about. In terms of a second question on the budget, it should be large enough to support the increase in various costs. There are significant delays in materials (switchgear) for the projects at Stevenson School which is what is happening in society around us.

Mr. Egan stated the Personnel Committee met to review position descriptions. One of them was approved at this meeting.

Brian Egan reported that the Finance Committee has been discussing issues facing our budget. The 2% increase on the budget of a tax levy of \$12,000,000 is not a lot of money. We are hoping the State would allow us to increase the percentage of aid given to the schools as they do in the municipalities.

Mr. Egan stated that the Buildings and Grounds Committee, with the help of the Board, requested an outreach committee. The goal is to choose parents in every grade level to help in spreading the word on the referendum to the community. Our hope will be to get support to build and get support to pass a good referendum.

Anthony DePascale reported as the Liaison between the Board and the town that they have had productive meetings and plan to continue meeting more regularly.

XI. PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY

Tracy Ripa expressed her concerns regarding the students waiting on the bus unsupervised at arrival and departure times at Stevenson School. She feels confident the children are safe while in the building but is concerned about the safety when they are dismissed. She would like to know the dismissal times at Stevenson, she is worried about the instructional time being missed. Mrs. Ripa would like to know how many students are on Bus #5. Mrs. Ripa inquired about the school's protocol for notification to parents if there is an incident in school.

Anthony DePascale stated that the Board would like to address her issues and asked Mrs. Ripa if her concerns and questions were addressed with the principal and the Superintendent. If after contacting both of them and the issues were still not resolved then the concerns should be brought to the Board's attention. Dr. Ciccotelli informed Mrs. Ripa that she will speak with the principal and get answers to her concerns and questions.

Rose Laprus graciously thanked Mr. Freda for his commitment on the Board. Mrs. Laprus asked if grant funds were available for Item I, \$80,000 for the Churchill School Repair/Installation. Mrs. Marano, Interim Business Administrator, explained that we did not receive a grant from the state because it is not a ROD grant application. Mrs. Laprus thanked Mrs. Marano for her transparency and commented that generally everyone understands the

rising costs. She asked when the Board will discuss the budget shortfall. Mrs. Marano responded that we are waiting on State aid and not until the next Board meeting.

XII. NEXT MEETING

BE IT RESOLVED that the next meeting will be held, in person, on March 16, 2023, Executive Session at 6:30 PM **Public Session at 7:30 PM**, at the Fairfield Municipal Building.

XIII. RECONVENED TO EXECUTIVE SESSION

The Board reconvened in EXECUTIVE SESSION at 8:28 PM for approximately 40 minutes to discuss a privacy issue. The Board discussed and reviewed criteria to select potential applicants for the outreach committee.

Introduced by: Anthony DePascale Seconded by: Brian Egan

ROLL CALL

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

Ms. Bellise-Jandoli - Absent

Motion to return to Open Session (9:10 PM)

Introduced by: Anthony DePascale Seconded by: Brian Egan

XIV. ADJOURNMENT

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

Introduced by: Pat Freda Seconded by: Angela Altaai Time: 9:10 PM

ROLL CALL

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

Ms. Bellise-Jandoli - Absent