

FAIRFIELD BOARD OF EDUCATION

Public Work Session

Meeting Minutes

Thursday, March 13, 2025 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	PRESENT	Ms. Angela Altaai	PRESENT
Mr. Joseph Fede	PRESENT	Mr. Anthony DePascale	PRESENT
Ms. Melinda Street	PRESENT		

ADMINISTRATION	POSITION	ATTENDANCE
Mr. Ryan Gupta	Superintendent of Schools	PRESENT
Mr. Wally Lindsley	Business Administrator/Board Secretary	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.

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: **1, 3 and 8.**

It is anticipated that the Executive Session will take approximately **90 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.

Motion by: **Joseph Fede** Seconded by: **Andrea Bellise-Jandoli** Time: **6:00 PM**

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

Motion by: **Joseph Fede** Seconded by: **Andrea Bellise-Jandoli** Time: **7:28 PM**

ADJOURNMENT

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

Motion by: **Andrea Bellise-Jandoli** Seconded by: **Melinda Street** Time: **7:28 PM**

ROLL CALL

Ms. Bellise-Jandoli, Mr. Fede, Ms. Street, Ms. Altaai, Mr. DePascale - All Ayes

FAIRFIELD BOARD OF EDUCATION

Meeting Minutes

Thursday, March 13, 2025

7:30 PM at the Fairfield Municipal Building

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

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.

MR. ANTHONY DEPASCALE, BOARD PRESIDENT, CALLED THE ROLL AT 7:32 PM:

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

ADMINISTRATION	POSITION	ATTENDANCE
Mr. Ryan Gupta	Superintendent of Schools	PRESENT
Mr. Wally Lindsley	Business Administrator/Board Secretary	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.

BOARD PRESIDENT'S REPORT:

Mr. DePascale reported:

- **Congratulations to Fairfield Education Foundation:** The Gala fundraiser was a huge success, sold out, and beautifully executed. The board is proud of their accomplishments in a short period and looks forward to continued support of the schools, teachers, and students.
- **Pavement Issue Behind Churchill School:** The asphalt behind Churchill School had some damage due to car traffic and winter weather. A quick, cost-effective solution was implemented with help from township employees. Although the project was bid on, the quotes were above the threshold, so long-term solutions are being discussed.
- **Generating Income at Stevenson School:** While working with the Fairfield Recreation Department we have secured the rental of the field behind Stevenson School. We are also working with other local organizations to generate additional income for the use of fields behind Stevenson School, which has been a long-discussed goal.

SUPERINTENDENT'S REPORT:

- Mr. Gupta advised that the planning process for the next school year, including budgeting and staffing decisions, is underway. While staffing changes can be difficult, all decisions are made with the best interests of students, staff, and the district in mind. Personnel matters cannot be discussed publicly, requiring trust in the decision-making process.

BUSINESS ADMINISTRATOR'S REPORT:

- Mr. Lindsley stated that during the last meeting, we were awaiting state aid figures, with a maximum possible reduction of 3%. The figures have now been released, confirming a 3% reduction, amounting to a \$30,944 decrease. Despite this, we have made necessary adjustments and prepared a tentative budget for the county office to review.

BOARD COMMITTEE REPORTS/COMMENTS: (any new or old business)

HSA: Melinda Street reported:

- The HSA will host its biggest annual fundraiser, a Tricky Tray Casino Night, on May 15, 2025. Tickets will be available soon, with more details to come. The HSA supports students by funding field trips, end-of-year activities, teacher supplies, and assemblies, contributing around \$100,000 annually.

PUBLIC COMMENT ON: *AGENDA ITEMS ONLY*

A member of the public asked about the short/long term plans to improve the efficiency of the drop-off/pick-up process at Churchill School and Stevenson School. - Mr. DePascale, Mr. Lindsley, and Mr. Gupta responded

FAIRFIELD BOARD OF EDUCATION MINUTES
FINANCE - MARCH 13, 2025

The following finance motions are made at the recommendation of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, Items **1 - 11**, will be voted upon in one motion.

Motion by **Joseph Fede** Seconded by **Andrea Bellise-Jandoli** to approve the following motions:

1F. To approve the Minutes from the Public & Executive Session of February 20, 2025.

2F. To approve the Bills and Claims List and Payroll as follows:

Ratify and Affirm Bills & Claims List - 3/13/2025	\$481,487.64
Ratify and Affirm February 28, 2025 Payroll	\$442,445.96

3F. To approve the transfer of funds for the month of February 2025 as certified by the Business Administrator and authorized by the Superintendent of Schools.

4F. To approve the report of the Board Secretary and Treasurer of School Monies for the period of February 1, 2025 through February 28, 2025. Pursuant to N.J.A.C. 6A:23A-16.10 and certify that as of February 2025 the Board Secretary's monthly financial reports did not reflect an over expenditure in any of the major accounts or funds, and based on the appropriation balances reflected on these reports and the advice of district officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year.

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

5F. Approval to adopt the Tentative Budget for SY 2025-2026 as follows:

BE IT RESOLVED that the TENTATIVE budget for the Fairfield Board of Education, in the County of Essex, State of New Jersey be approved for the 2025-2026 school year using the 2025-2026 school year state aid figures and the School Business Administrator/Board Secretary be authorized to submit the TENTATIVE budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline, as follows:

FAIRFIELD BOARD OF EDUCATION MINUTES
FINANCE - MARCH 13, 2025

ADOPTION OF TENTATIVE 2025-2026 SCHOOL BUDGET

	General Fund	Special Revenues	Debt Service	Total
2025-2026 Total Expenditures	\$17,849,870	\$279,793	\$0	\$18,129,663
Less: Anticipated Revenues	\$2,923,142	\$279,793	\$0	\$3,202,935
Taxes to be Raised	\$14,926,728	\$0	\$0	\$14,926,728

BE IT FURTHER RESOLVED that the Fairfield Board of Education advertises said tentative budget in the Progress in accordance with the form suggested by the State Department of Education and according to the law; and

BE IT FURTHER RESOLVED that the Fairfield Board of Education public meeting be held at the Fairfield Municipal Building on May 1, 2025 at 7:30 PM for the purpose of conducting a public hearing on the budget for the 2025-2026 school year.

6F. To approve the Appropriation of Legal Reserves as follows:

BE IT RESOLVED that the Fairfield Board of Education includes in the final budget an appropriation of surplus in the amount of \$695,910.

7F. Adjustment for Health Care Costs

BE IT RESOLVED that the Fairfield Board of Education includes in the final budget the adjustment for increased costs of health benefits in the amount of \$191,757. The additional funds will be used to pay for the additional increases in health premiums.

8F. Adjustment for Enrollment

BE IT RESOLVED that the Fairfield Board of Education includes in the final budget the adjustment for enrollment in the amount of \$62,001. The district intends to utilize this adjustment for supplies and materials necessary for the additional students.

9F. Capital Reserve Withdrawal - Other Capital Projects

BE IT RESOLVED that included in the general fund appropriations, budget line 600 is a withdrawal from Capital Reserve - Other Capital Projects in the amount of \$1,152,167 for other capital project costs associated with Winston S. Churchill School (boiler replacement), Adlai E. Stevenson School (server room upgrade, recreation improvement) and District wide door replacement. The total cost of these projects are \$1,480,500 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

FAIRFIELD BOARD OF EDUCATION MINUTES
FINANCE - MARCH 13, 2025

10F. Maximum Travel

Pursuant to N.J.A.C. 6A:23A-7.3, a board of education must establish a maximum dollar limit for travel expenditure, as defined in N.J.A.C. 6A:23A-7.1 et seq.,

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$23,050 for the 2025-2026 school year.

11F. Travel and Related Expense Reimbursement 2025-2026

WHEREAS, the Fairfield Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.3 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of education may establish, for regular district business travel only, an annual school year threshold of \$300 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A Subchapter 7 but deemed by the board of education to be necessary and unavoidable as noted on the approved Board of Education Out-of-District Travel and Reimbursement Forms;

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A Subchapter 7 as being necessary and unavoidable as noted on the approved Board of Education Out-of-District Travel and Reimbursement Forms; and

WHEREAS, the Fairfield Board of Education established \$19,600 as the maximum travel amount for the current school year and has expended \$9,592 as of this date;

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3, to a maximum expenditure of \$23,050 for the 2025-2026 school year.

ROLL CALL

Ms. Bellise-Jandoli, Mr. Fede, Ms. Street, Ms. Altaai, Mr. DePascale - All Ayes

FAIRFIELD BOARD OF EDUCATION MINUTES
CONTRACTS - MARCH 13, 2025

The following contract motion is made at the recommendation of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, Item **1**, will be voted upon in one motion.

Motion by **Andrea-Bellise Jandoli** Seconded by **Melinda Street** to approve the following motion:

1CO. Architect Professional Fees

BE IT RESOLVED that the Fairfield Board of Education approves the architect professional services fees of DiCara Rubino Architects for the boiler project at Winston S. Churchill School in the amount of \$70,000.

ROLL CALL

Ms. Bellise-Jandoli, Mr. Fede, Ms. Street, Ms. Altaai, Mr. DePascale - All Ayes

**FAIRFIELD BOARD OF EDUCATION MINUTES
BUILDINGS AND GROUNDS - MARCH 13, 2025**

The following buildings and grounds motion is made at the recommendation of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, Item **1**, will be voted upon in one motion.

Motion by **Joseph Fede** Seconded by **Melinda Street** to approve the following motion:

1BG. To approve the following Building Use Applications:

<u>Organization Group/Location/Purpose</u>	<u>Date and Time Slot</u>
2nd Grade Dance HSA - Stevenson Gym	3:30 PM - 9:30 PM May 30, 2025
Fairfield Recreation Department Baseball/Softball Practice and Games Churchill and Stevenson Fields	Retroactively to 3/10/25 - 8/31/25 Monday - Friday 4:00 PM - 8:30 PM Saturday and Sunday 9:00 AM - 8:00 PM
Sticks N' Kicks Soccer games and practices Stevenson Field (On a trial basis)	4:00 PM - 6:00 PM (Fridays only) 8:00 AM - 12:00 PM (Saturdays only) 3/14/25 - 6/14/25

ROLL CALL

Ms. Bellise-Jandoli, Mr. Fede, Ms. Street, Ms. Altaai, Mr. DePascale - All Ayes

FAIRFIELD BOARD OF EDUCATION MINUTES
PERSONNEL - MARCH 13, 2025

The following personnel motions are made at the recommendation of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, Items **1 - 7**, will be voted upon in one motion.

Motion by **Angela Altaai** Seconded by **Andrea Bellise Jandoli** to approve the following motions:

- 1P. To approve the appointment of the following staff member for the 2024-2025 school year, pending receipt of all required documentation:

Name	Location/Position	Tenure Track or Leave Replacement	Replacing or Vacant Position	Step	Prorated Salary/Hourly Rate	Effective Date(s) on or about:
Jelsamina Nichols	AES Paraprofessional	N/A	Daniella DeStefano	N/A	\$20.00	03/17/2025

- 2P. To approve the appointment of the following substitute staff member for the 2024-2025 school year, pending receipt of all required documentation:

Name	Position	Daily Rate	Effective Date(s) on or about:
Isabella Rodrigues	Substitute Teacher Substitute Aide	\$130 per day \$15.50 per hour	03/14/2025

- 3P. To approve a reduction in force (RIF) as listed below:

WHEREAS, the Superintendent of Schools has recommended a reduction in force that includes the abolishment of one of the positions of School Secretary due to reasons of economy and efficiency.

BE IT RESOLVED that the Fairfield Board of Education hereby approves the Superintendent's recommended reduction in force and the abolishment of the following position effective May 1, 2025:

- One of the positions of School Secretary shall be abolished and the non-tenured staff member currently employed in that position (Employee #101313) shall be issued a notice of termination effective May 1, 2025.

- 4P. To approve the listed building assignment changes for the following staff for the 2025-2026 school year:

<u>Staff</u>	<u>From</u>	<u>To</u>	<u>Assignment</u>
Trabucco, Michael	Stevenson	Churchill	Principal/Director of Curriculum and Instruction
Santana, Raymond	Churchill	Stevenson	Principal

FAIRFIELD BOARD OF EDUCATION MINUTES
PERSONNEL - MARCH 13, 2025

5P. To approve the following substitute rates of pay increase retroactive to January 1, 2025:

Secretary	\$15.50 per hour
All Aides (Instructional/Playground)	\$15.50 per hour
Custodian	\$15.50 per hour
Custodian in Long-Term Assignment	Consecutive Day 1-20: \$15.50 per hour Day 21 to end of assignment: \$17.00 per hour (returns to \$15.50 per hour at end of assignment)

6P. To approve Danielle Malinowski as a tutor paid through the New Jersey Learning Acceleration Grant funding.

7P. To approve Julia Booth as Home Instructor on an as-needed basis, at the hourly rate of \$61.85 per contract for student contact, for the 2024-2025 school year.

ROLL CALL

Ms. Bellise-Jandoli, Mr. Fede, Ms. Street, Ms. Altaai, Mr. DePascale - All Ayes

FAIRFIELD BOARD OF EDUCATION MINUTES
CURRICULUM/PROGRAM - MARCH 13, 2025

The following curriculum/program motions are made at the recommendation of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, Items **1 - 3**, will be voted upon in one motion.

Motion by **Angela Altaai** Seconded by **Andrea Bellise-Jandoli** to approve the following motions:

- 1C. To approve the following Summer 2025 Program outline, which delineates staff positions, expenses and hours required for the extended school year:

Summer 2025 Positions						
OUTSIDE CONTRACTED SERVICES	Staff needed	Days per person	# Hours per day	Total hours	Hourly rate	Not to Exceed
Physical Therapist		N/A	as needed			\$2,500.00
<u>IN-HOUSE STAFF</u>						
Speech Therapist	1	20	4.5	90	\$61.85	\$5,566.50
Occupational Therapist	1	20	4.5	90	\$61.85	\$5,566.50
Primary MD Teacher	3	20	4.5	270	\$61.85	\$16,699.50
School Nurse	1	20	4.5	90	\$61.85	\$5,566.50
District Instructional Aides (MD) *Non-District: \$15.50	6	20	4.0	480	*\$20.00	Not to Exceed \$9,600.00
Substitute Teachers and Nurse (as needed)	**Hired teacher and nurse salaries will be adjusted for any time a sub is used.					**Adjusted
CHILD STUDY TEAM (LDTC, Psychologist, Speech Therapist and Occupational Therapist)	4	For student contact time and required meetings.			\$61.85 per hour	Not to exceed \$8,000.00
TOTAL NOT TO EXCEED						\$53,499.00

FAIRFIELD BOARD OF EDUCATION MINUTES
CURRICULUM/PROGRAM - MARCH 13, 2025

2C. To approve the following requests for Professional Development:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses*
Danielle Malinowski	Differentiated Instruction (BER)	Online	03/26/2025	Registration Fee: \$295.00
Donna Gualtieri	Motivating the Unmotivated (BER)	Online	03/26/2025	Registration Fee: \$295.00
Donna Spanarelli	Practical Early Intervention Strategies that Work (BER)	Online	Recorded Version (March)	Registration Fee: \$295.00 IDEA Funds
James Verrengia	NJSLS Year 1, Grade 4 (Conquer Mathematics)	Pompton Plains, NJ	03/17/2025	Registration Fee: \$0 Cost of Mileage: \$8.09
Jennifer Singh	2-Day Anxiety Certification Course (PESI)	Online	03/21/2025	Registration Fee: \$0
Wally Lindsley	Budget, Ethics, and Procurement Updates (NJLM)	Online	03/14/2025	Registration Fee: \$95.00

*Estimated reimbursement of mileage, meals, and incidentals (according to NJ per diem rates) to be paid pending completion of the workshop and submission of the travel report.

3C. To ratify and affirm the following Professional Development:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses
James Verrengia	Building Curricular Thinking Classrooms (AMTNJ)	Montclair State University, Montclair, NJ	03/11/2025	Registration Fee: \$0 Cost of Mileage: \$7.14
William Harvey	NJSLA Training	Park Ridge, NJ	01/14/2025	Registration Fee: \$0 Cost of Mileage: \$28.78

ROLL CALL

Ms. Bellise-Jandoli, Mr. Fede, Ms. Street, Ms. Altaai, Mr. DePascale - All Ayes

FAIRFIELD BOARD OF EDUCATION MINUTES
POLICY - MARCH 13, 2025

The following policy motion is made at the recommendation of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, Item **1**, will be voted upon in one motion.

Motion by **Angela Altaai** Seconded by **Melinda Street** to approve the following motion:

1PO. To approve the second reading and adoption of the following policies and regulations as noted:

<u>Policy #</u>	<u>Title</u>	<u>Status</u>
P 5512	Harassment, Intimidation, or Bullying (M)	Revised
P 5533	Student Smoking (M)	Revised
R 5533	Student Smoking	Revised
P & R 7441	Electronic Surveillance in School Buildings and On School Grounds (M)	Revised
P & R 9320	Cooperation with Law Enforcement Agencies (M)	Revised
P 5111	Eligibility of Resident/Nonresident Students (M)	Revised
P 5701	Academic Integrity	Revised
P 5710	Student Grievance	Revised
P 8500	Food Services (M)	Revised

ROLL CALL

Ms. Bellise-Jandoli, Mr. Fede, Ms. Street, Ms. Altaai, Mr. DePascale - All Ayes

FAIRFIELD BOARD OF EDUCATION MINUTES
ENROLLMENT - MARCH 13, 2025

<u>Grade</u>	<u>Students 6/7/2024</u>	<u>Students 3/7/2025</u>
Preschool Inclusive	22	26
Preschool Disabilities	12	8
Kindergarten	92	98
First	96	91
Second	99	94
Third	84	102
Fourth	109	85
Fifth	108	109
Sixth	86	108
Out-of-District	2	2
Charter School	0	3
Total	710	726

FAIRFIELD BOARD OF EDUCATION MINUTES
MARCH 13, 2025

The Board President will open the floor to the public comments on non-agenda items.

PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY

NONE

NEXT MEETING

BE IT RESOLVED that the next meeting will be held, in person, on April 10, 2025, 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.

ADJOURNMENT

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

Motion by: **Andrea Bellise-Jandoli** Seconded by: **Melinda Street** Time: **8:06 PM**

ROLL CALL

Ms. Bellise-Jandoli, Mr. Fede, Ms. Street, Ms. Altaai, Mr. DePascale - All Ayes