

FAIRFIELD BOARD OF EDUCATION

Public Work Session

Meeting Agenda

Thursday, November 21, 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			

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

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: _____.

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.

Motion by: _____ Seconded by: _____ Time: _____

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

Motion by: _____ Seconded by: _____ Time: _____

ADJOURNMENT

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

Motion by: _____ Seconded by: _____ Time: _____

ROLL CALL

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

FAIRFIELD BOARD OF EDUCATION

Meeting Agenda

Thursday, November 21, 2024

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 7:30 PM:

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

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

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:

SUPERINTENDENT’S REPORT:

BUSINESS ADMINISTRATOR’S REPORT:

- **Audit Presentation by Brian Ko of Nisivoccia, LLP**

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

PUBLIC COMMENT ON: AGENDA ITEMS ONLY

Guidelines in Accordance with Policy #0167

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.

**FAIRFIELD BOARD OF EDUCATION AGENDA
FINANCE - NOVEMBER 21, 2024**

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

CONSENT AGENDA

Anything placed on this agenda, Items 1 - 8, will be voted upon in one motion.

Motion by _____ Seconded by _____ to approve the following motions:

1F. To approve the Minutes from the Public & Executive Session of October 30, 2024.

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

Ratify and Affirm Bills & Claims List - 11/12/2024	\$240,266.70
Ratify and Affirm Bills & Claims List - 11/21/2024	\$100,702.35
Ratify and Affirm November 15, 2024 Payroll	\$442,187.25

3F. There was no transfer of funds for the month of October.

4F. To approve the report of the Board Secretary and Treasurer of School Monies for the period of October 1, 2024 through October 31, 2024. Pursuant to N.J.A.C. 6A:23A-16.10 and certify that as of October 2024 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. Acceptance of ACFR

WHEREAS, the Fairfield Board of Education is in compliance with N.J.S.A. 18A:23-1 and has had an annual audit of the district's accounts and financial transaction as of June 30, 2024; and

BE IT RESOLVED that the Fairfield Board of Education approves and accepts the Annual Comprehensive Financial Report and the Auditor's Management Report on Administrative Findings—Financial, Compliance and Performance with no recommendations in the ACFR and the AMR for the fiscal year ending June 30, 2024, as submitted by Nisivoccia, LLC, the district's auditors, having been presented at the November 21, 2024 public meeting; and

BE IT RESOLVED the Fairfield Board of Education acknowledges that the 2023/2024 Synopsis of Audit is available to the public and approves the submission to the Executive County Superintendent of Schools.

BE IT FURTHER RESOLVED that there are no audit recommendations.

**FAIRFIELD BOARD OF EDUCATION AGENDA
FINANCE - NOVEMBER 21, 2024**

6F. Bergen Municipal Employee Benefits Fund (BMED)

BE IT RESOLVED that the Fairfield Board of Education hereby authorizes the district to renew the Indemnity and Trust Agreement with the Bergen Municipal Employee Benefits Fund to participate in the Joint Insurance Fund with respect to health insurance from January 1, 2025 to December 31, 2027.

7F. Bergen Municipal Employee Benefits Fund (BMED)

WHEREAS, a number of public entities in the State of New Jersey have joined together to form the **Bergen Municipal Employee Benefits Fund**, hereafter referred to as "FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq.; and

WHEREAS, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date; and

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND; and

WHEREAS, the governing body of the Fairfield Public Schools hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the LOCAL UNIT hereby agrees as follows:

- i. Become a member of the FUND for the period outlined in the LOCAL UNIT's indemnity and Trust Agreements.
- ii. Will participate in the following type(s) of coverage(s):
 - a.) Health Insurance and/or Dental and/or Prescription as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.
- iii. Adopts and approves the FUND's Bylaws.
- iv. Execute an application for membership and any accompanying certifications.

BE IT FURTHER RESOLVED that the governing body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

**FAIRFIELD BOARD OF EDUCATION AGENDA
FINANCE - NOVEMBER 21, 2024**

8F. WHEREAS, The Board of Education of Fairfield in the County of Essex, New Jersey (the “Board”), desires to proceed with a school facilities project consisting generally of:

**BOILER REPLACEMENT
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 FAIRFIELD 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.
- Section 2. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project(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.
- Section 4. This project is being funded as an “other capital project” and will not require state funding and the District is not seeking a Grant.
- Section 5. This resolution shall take effect immediately.

ROLL CALL

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

**FAIRFIELD BOARD OF EDUCATION AGENDA
GRANTS - NOVEMBER 21, 2024**

The following grant 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 _____ Seconded by _____ to approve the following motion:

1G. To approve the awarding of the Fairfield Education Foundation grants as follows:

Topics	Grant Award
2nd Grade & MD Promethean Boards - Stevenson/Churchill	\$25,514
Virtual Reality Innovations in Education - Churchill STEAM	\$ 5,135
STEAM Bins - Stevenson/Kindergarten	\$ 4,917
Sensory Pathway for Hallways - Stevenson/Churchill	\$ 4,675
Total Amount Awarded	\$40,241

**FAIRFIELD BOARD OF EDUCATION AGENDA
BUILDINGS AND GROUNDS - NOVEMBER 21, 2024**

The following buildings and grounds motions are made at the recommendation of the Superintendent of Schools:

CONSENT AGENDA

Anything placed on this agenda, Items **1 - 2**, will be voted upon in one motion.

Motion by _____ Seconded by _____ to approve the following motions:

1B. To approve solicited quotes from the following contractors for a paving project at Adlai E. Stevenson School as follows:

CONTRACTOR’S NAME	TOTAL AMOUNT
D.L.S. Contracting, Inc.	\$42,900
Murray Paving & Concrete, LLC	\$45,500
ECPM, Inc.	DID NOT RESPOND
Rich DeFrank Contracting	DID NOT RESPOND

BE IT RESOLVED that the Board of Education approves D.L.S. Contracting, Inc. for the paving project at Adlai E. Stevenson School in an amount of \$42,900.

2B. To approve the following Building Use Applications:

<u>Organization Group/Location/Purpose</u>	<u>Date and Time Slot</u>
Churchill Drama Club Sarah Kirk and Kyle Silvestri Churchill Gym/Stage/Cafeteria	3:30 PM - 5:00 PM Cafeteria: 12/4, 12/11/2024, 2/5, 2/12, 2/26, 3/26 and 4/15/2025 Gym/Stage: 12/18/2024, 1/8, 1/15, 1/22, 1/29, 3/5, 3/12, 3/19, 4/9, 4/14 and 4/16/2025
6th Grade Parent Committee HSA Churchill - Room 1	7:00 PM - 8:00 PM Retroactive to: 11/18/2024
Mike Giampapa’s Sports Camp Stevenson - Outside Field Rain days - Stevenson Main Gym	3:30 PM - 4:30 PM Thursdays Only 2/13, 2/20, 2/27, 3/6, 3/13 and 3/20/2025

ROLL CALL

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

**FAIRFIELD BOARD OF EDUCATION AGENDA
PERSONNEL - NOVEMBER 21, 2024**

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

CONSENT AGENDA

Anything placed on this agenda, Items 1 - 10, will be voted upon in one motion.

Motion by _____ Seconded by _____ to approve the following motions:

- 1P. To approve an unpaid medical leave of absence for Employee #101173 from December 12, 2024 through approximately January 8, 2025.
- 2P. To approve the change of assignment for Jonalyn Tulanowski from leave replacement to tenure-track position effective December 9, 2024.
- 3P. To approve the resignation of the following staff member:

Name	Location	Position	Reason	*Last Day of Employment
Tina Thompson	District	STEAM Teacher	Resignation	1/10/2025

* In accordance with the 60-day requirement unless mutually agreed for an earlier release date

- 4P. To approve the following staff member change from the September 26, 2024 agenda as club advisor for the 2024/2025 school year:

Club	School	Name	Stipend*
Yearbook Club	WSC	Dorian Nazarian Jaime Chavkin	\$571.84
		Sarah Kirk	\$571.84

*pending contract negotiations

- 5P. To approve the following revised club position from the August 15, 2024 agenda for the 2024/2025 school year:

Club	School	Stipend*
Art Club to Homework Club	AES	\$1,143.68

*pending contract negotiations

- 6P. To approve the appointment(s) of the following substitute staff member(s) for the 2024/2025 school year, pending receipt of all required documentation:

Name	Position	Daily Rate	Effective Date(s) on or about:
AnnMarie Perna	Substitute Aide	\$15.13 per hour	11/22/2024
Henry Gehman	Substitute Teacher	\$150 per day	11/22/2024

**FAIRFIELD BOARD OF EDUCATION AGENDA
PERSONNEL - NOVEMBER 21, 2024**

- 7P. To approve the contract for Meghan Cafone, Director of Special Services, for the 2024/2025 school year retroactive to July 1, 2024.
- 8P. To approve the contract for John Porcino, Supervisor of Buildings and Grounds, for the 2024/2025 school year retroactive to July 1, 2024.
- 9P. To approve the contract for Raymond Santana, Principal, for the 2024/2025 school year retroactive to July 1, 2024.
- 10P. To approve the contract for Michael Trabucco, Director of Curriculum and Instruction/Principal, for the 2024/2025 school year retroactive to July 1, 2024.

ROLL CALL

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

**FAIRFIELD BOARD OF EDUCATION AGENDA
CURRICULUM/PROGRAM - NOVEMBER 21, 2024**

The following curriculum/program 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 _____ Seconded by _____ to approve the following motion:

1C. To approve the following requests for Professional Development:

Employee Name	Conference/Workshop	Location	Date(s)	Expenses*
Catherine Prall	Rutgers University - Center for Literacy Development “Whole Verses Part: The Role of Small Group Literacy Learners”	Rutgers University, Piscataway, NJ	12/12/2024	Registration Fee: \$180 Personal Expense: Cost of Mileage: \$40.42
Wally Lindsley	Rutgers University “2024 Rutgers Governmental Accounting and Auditing Update Virtual Conference”	Virtual	12/5/2024	Registration Fee: \$150

* 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.

**FAIRFIELD BOARD OF EDUCATION AGENDA
POLICY - NOVEMBER 21, 2024**

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 _____ Seconded by _____ to approve the following motion:

To accept the following Superintendent’s HIB Investigation results as reported during Executive Session on October 30, 2024:

1PO. HIB incidents WSCS #1 2024-25 and WSCS #2 2024-25 were reported to the principal and reviewed by the Superintendent. After a full investigation, it was determined that the incidents **were** within the scope of the ABR definition of HIB.

HIB incident WSCS #3 2024-25 was reported to the principal and reviewed by the Superintendent. After a full investigation, it was determined that the incident **was not** within the scope of the ABR definition of HIB.

ROLL CALL

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

**FAIRFIELD BOARD OF EDUCATION AGENDA
ENROLLMENT - NOVEMBER 21, 2024**

<u>Grade</u>	<u>Students 6/7/2024</u>	<u>Students 11/15//2024</u>
Preschool Inclusive	22	21
Preschool Disabilities	12	10
Kindergarten	92	97
First	96	92
Second	99	94
Third	84	102
Fourth	109	84
Fifth	108	109
Sixth	86	106
Out-of-District	2	2
Charter School	0	3
Total	710	720

**FAIRFIELD BOARD OF EDUCATION AGENDA
NOVEMBER 21, 2024**

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

PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY

Guidelines in Accordance with Policy #0167

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.*

NEXT MEETING

BE IT RESOLVED that the next meeting will be held, in person, on December 19, 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.

ADJOURNMENT

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

Motion by: _____ Seconded by: _____ Time: _____

ROLL CALL

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