

**FAIRFIELD BOARD OF EDUCATION**

**Public Work Session**

Meeting Minutes

Thursday, June 13, 2024 at 6:00 PM at the Fairfield Municipal Building

MR. ANTHONY DEPASCALE, BOARD PRESIDENT, CALLED THE ROLL AT 6:07 PM:

TRUSTEE	ATTENDANCE	TRUSTEE	ATTENDANCE
Ms. Andrea Bellise-Jandoli	ABSENT	Ms. Angela Altaai	PRESENT
Mr. Joseph Fede	PRESENT	Mr. Anthony DePascale	PRESENT
Ms. Melinda Street	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	ABSENT
Mrs. Kathleen Marano	Interim Business Administrator/Board Secretary	PRESENT

*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: 4 and 8.

It is anticipated that the Executive Session will take approximately 45 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;

**FAIRFIELD BOARD OF EDUCATION**

**Public Work Session**

Meeting Minutes

Thursday, June 13, 2024 at 6:00 PM

***Page 2***

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: Melinda Street      Seconded by: Angela Altaai      Time: 6:11 PM

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

Introduced by: Melinda Street      Seconded by: Angela Altaai      Time: 7:20 PM

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**ADJOURNMENT**

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

Introduced by: Melinda Street      Seconded by: Angela Altaai      Time: 7:20 PM

**ROLL CALL**

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

Ms. Bellise-Jandoli - Absent

**FAIRFIELD BOARD OF EDUCATION**

**Meeting Minutes**

Thursday, June 13, 2024

7:30 PM at the Fairfield Municipal Building

(Access livestream at [www.fpsk6.org](http://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	ABSENT	Ms. Angela Altaai	PRESENT
Mr. Joseph Fede	PRESENT	Mr. Anthony DePascale	PRESENT
Ms. Melinda Street	PRESENT		

*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	ABSENT
Mrs. Kathleen Marano	Interim Business Administrator/Board Secretary	PRESENT

**II. PUBLIC COMMENT ON: *AGENDA ITEMS ONLY***

None

**Mr. Anthony DePascale presented Mr. Alex Chen with the  
MECCA, Inc. Scholarship Award**

### III. ENROLLMENT

Grade	Students 6/9/2023	Students 6/7/2024
Preschool Inclusive	18	17
Preschool Special Ed	18	17
Kindergarten	98	92
First	96	96
Second	86	99
Third	107	84
Fourth	106	108
Fifth	85	108
Sixth	91	86
<b>Home Instruction</b>	<b>1</b>	<b>1</b>
<b>Out-of-District</b>	<b>2</b>	<b>2</b>
<b>Total</b>	<b>708</b>	<b>710</b>

### IV. PERSONNEL

#### A. Certificated Staff

##### 1. Maternity Leave of Absence

- a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves a Maternity Leave of Absence request for Jennifer Conte. Ms. Conte's due date is August 6, 2024. She is requesting to use 6 sick days from August 29 through September 6, 2024 and to begin her 12-week FMLA leave from September 9, 2024 through November 29, 2024. Ms. Conte plans to return for the 2025-2026 school year.
- b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves a Maternity Leave of Absence request for Marisa Caradimitropoulo. Ms. Caradimitropoulo's due date is November 21, 2024. She is requesting to use 57 sick days from August 29 through November 21, 2024 and to begin her 12-week FMLA leave from November 22, 2024 through February 20, 2025. Ms. Caradimitropoulo plans to return for the 2025-2026 school year.

##### 2. Employment

- a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Laurel Osterman as a full-time non-tenure track Maternity Leave of Absence Replacement Elementary Teacher in Kindergarten for Jennifer D'Elia for the 2024-2025 school year at a salary based on B.A., Step 10 on the current teachers' salary guide, pending contract negotiations.

### **FAIRFIELD BOARD OF EDUCATION MINUTES: June 13, 2024-Page 3**

- b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Anthony Pontone as a full-time tenure track Occupational Therapist for the 2024-2025 school year at a salary based on M.A., Step 8 on the current teachers' salary guide, pending contract negotiations.
- c. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Cathriona Fitzsimons as a full-time tenure track Speech-Language Specialist for the 2024-2025 school year at a salary based on M.A., Step 12 on the current teachers' salary guide, pending contract negotiations.
- d. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Christina Proietto as a full-time tenure track Elementary Teacher for the 2024-2025 school year at a salary based on B.A., Step 2 on the current teachers' salary guide, pending contract negotiations.
- e. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Jonalyn Tulanowski as a full-time non-tenure track Maternity Leave of Absence Replacement Elementary Teacher in Kindergarten for Jennifer Conte for the 2024-2025 school year at a salary based on M.A., Step 2 on the current teachers' salary guide, pending contract negotiations.
- f. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Jaclyn Van Natten as a full-time non-tenure track Maternity Leave of Absence Replacement Elementary Teacher in Grade Three for Jennifer Sarna for the 2024-2025 school year at a salary based on B.A.+15, Step 2 on the current teachers' salary guide, pending contract negotiations.
- g. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Olivia Montwaid as a full-time non-tenure track Maternity Leave of Absence Replacement Elementary Teacher in Grade Three for Marisa Caradimitropoulo for the 2024-2025 school year at a salary based on M.A., Step 2 on the current teachers' salary guide, pending contract negotiations.
- h. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Alexa Iandolo as a full-time tenure track Elementary Teacher for the 2024-2025 school year at a salary based on M.A., Step 10 on the current teachers' salary guide, pending contract negotiations.
- i. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Gianna DeMassi as a full-time tenure track Elementary Teacher for the 2024-2025 school year at a salary based on B.A., Step 2 on the current teachers' salary guide, pending contract negotiations.

### **3. Retirement**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the letter of retirement from Lisa MacIntosh, Grade Six Elementary Teacher, effective June 30, 2024, with regret, best wishes, and appreciation for her 39 years of service to the students of Fairfield.

**4. 2024 Extended Summer School Year Approvals**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following appointments for the ESY 2024 Program. Rates and positions were approved at the March 14, 2024 Board meeting.

<b><u>Position</u></b>	<b><u>Name of Staff</u></b>	<b><u>Per IEP Requirements</u></b>	<b><u>Total Hours</u></b>
Aides MD/LLD (*4)	Kayla Blum Lisa Carroll Kevin Freda Micaela Healy	20 days @ 4.0 hours per day	*320
Substitute Teacher	Susan Healy	On an as-needed basis	Unknown
Substitute Aide	Melissa Fiore	On an as-needed basis	Unknown
Revision to Child Study Team: LDTC	Jennifer Ashinsky (Replacing Spanarelli approved May 22, 2024)	For completing evaluations and meetings	Not to exceed \$7,000

**5. Job Description Revisions****Attachment A**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the revised job descriptions for “Principal”, “Director of Curriculum and Instruction/Principal” and “Director of Special Services”, effective for the 2024-2025 school year due to reorganization of duties.

**B. Non-Certificated Staff****1. Employment**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Donna Mustacchio as a Stevenson School Playground/Cafeteria Aide at a salary of \$5,114.00 for the 2024-2025 school year effective September 3, 2024, pending required documentation.

**2. Reappointment of Exempt Playground/Cafeteria/Office Aides**

- a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, reappoints the following exempt Playground/Cafeteria/Office Aides for the 2024-2025 school year at their respective 2023-2024 contracted salaries, pending contract negotiations. Days and hours specified below:

Karen Cielo	5 days per week/3 hours per day
Patricia Curving, Grace Raffa, Milagros Rodriguez and Rita Schubach	5 days per week/2 hours per day
Porzia Oliva	4 days per week/2 hours per day

**FAIRFIELD BOARD OF EDUCATION MINUTES: June 13, 2024-Page 5**

- b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, reappoints the following exempt Playground/Cafeteria/Office Aide at her 2024-2025 school year contracted salary. Days and hours specified below:

Efsathia Nunez	5 days per week/3 hours per day
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3. Reappointment of BCBA

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, reappoints Jacqueline Sousa as a full-time, 12-month, Board Certified Behavior Analyst (BCBA) for the 2024-2025 school year at her respective 2023-2024 contracted salary, pending contract negotiations, effective July 1, 2024.

4. Reappointment of Exempt Non-Certificated Employees

- a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, reappoints the following exempt non-certificated employees for the 2024-2025 school year at their respective 2023-2024 contracted salaries, pending contract negotiations, effective July 1, 2024:

Michelle Adams, Payroll/Benefits Coordinator
Zayra Garcia, Accounts Payable Coordinator
Patricia Iandolo, Executive Secretary to the Superintendent
AnnaMaria Karch, Executive Secretary to the Business Administrator/Board Secretary
John Porcino, Supervisor of Buildings and Grounds

- b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, reappoints the following exempt non-certificated employees at their 2024-2025 school year contracted salaries, effective July 1, 2024:

Stephanie Belcastro, Part-Time Registered Nurse
Ahmmmed Hamdan, Technology/Network Admin. Assistant
William Harvey, Technology/Network Administrator
Krystina Millstein, Part-Time Registered Nurse

C. Substitutes

1. Substitute Approval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following fully-qualified substitutes for the 2024-2025 school year pending receipt of required documentation:

Micaela Healy	Aide (effective July 1, 2024 for ESY)
Lara Schlachter	Teacher, Aide

**D. Administration**

**1. Superintendent Evaluation Approval**

BE IT RESOLVED that the Fairfield Board of Education approves the Summative Evaluation for Dr. Susan Ciccotelli, Superintendent of Schools, for the 2023-2024 school year, submitted May 2, 2024.

**2. Emergent Hiring**

BE IT RESOLVED that the Fairfield Board of Education, authorizes the Superintendent to take appropriate action to effectuate any necessary new hires in order to address any unfilled summer positions, unanticipated resignations, retirements, and/or dismissals that may occur between today and the date of the next Board meeting so that the District's schools are appropriately staffed to provide support and instruction during the 2024-2025 school year. Any such emergency issues as noted above, are subject to ratification and approval by the Board at its next regularly scheduled meeting.

**3. Administrative Reappointments**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, reappoints the following administrators for the 2024-2025 school year at their respective 2023-2024 contracted salaries, pending contract negotiations, effective July 1, 2024:

Meghan Cafone, Director of Special Services
Raymond Santana, Principal
Michael Trabucco, Director of Curriculum and Instruction/Principal

**4. Coordinator/Liaison/Officer Assignments for the 2024-2025 School Year**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the assignments listed below, as annually mandated by the NJDOE, for the 2024-2025 school year:

Homeless Liaison, ADA/504 Coordinator and Anti-Bullying Coordinator	Meghan Cafone
Title VI Coordinator	Sarah Kirk
Title IX Coordinator, Affirmative Action Officer and ESEA Grant Coordinator	Raymond Santana
School Safety Specialist Designee	Michael Trabucco



5. Evaluation Tools 2024-2025 School Year

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following evaluation tools for the 2024-2025 school year:

- Certificated staff including: Teachers, Child Study Team Members, Nurses, Guidance Counselors, Reading Specialists, Testing Coordinators, Math Coach will be evaluated using the **Stronge Evaluation Model**.
- Directors and Principals will be evaluated using the **New Jersey Principal Evaluation for Professional Learning Observation Instrument**.
- Business Administrator, Non-certificated staff (i.e. aides, custodians, clerks, secretaries, Behavior Analyst, Technology/Network Administrator, Technology Assistant, Supervisor of Building and Grounds) will be evaluated using a **Narrative**.

**Personnel Recommendations:**

Introduced by: Angela Altaai

Seconded by: Melinda Street

Discussion: None

**ROLL CALL**

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

Ms. Bellise-Jandoli - Absent

**V. CURRICULUM/PROGRAM**

A. Safe Return Plan Reapproval

**Attachment B**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, reapproves the Safe Return Plan originally approved at the June 10, 2021 Board of Education Meeting. There have been no revisions since being Board approved on December 14, 2023.

B. Annual Approval of all Current Curriculum and Textbooks

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, reapproves all current written curriculum, including specials, i.e. art, music, computers, physical education, etc., for the 2024-2025 school year, and additionally, approves current textbooks for all students, including mandated programs, specified in code, for the 2024-2025 school year, as per N.J.A.C. as required each year. Revisions/Updates to individual curriculum will be presented for approval as they are completed, to meet the 5-year curriculum update requirement.

**Curriculum/Program Recommendations:**

Introduced by: Angela Altaai

Seconded by: Joseph Fede

Discussion: None

**ROLL CALL**

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

Ms. Bellise-Jandoli - Absent

**VI. POLICIES/REGULATIONS**

A. Annual Approval of all Current Policies and Regulations

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, reapproves all policies and regulations currently available from the district website for the 2024-2025 school year. Updates to individual policies and regulations will be presented for approval as they occur.

B. School Security Drill Statements of Assurance

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves submission of the School Security Drill Statements of Assurance for Churchill and Stevenson Schools which are due to the County by June 30, 2024.

C. HIB Investigation Confirmation from May 22, 2024 Executive Session

BE IT RESOLVED that the Fairfield Board of Education accepts the Superintendent's HIB Investigation results as reported during Executive Session on May 22, 2024.

HIB incident AESS #3A 2023-24, AESS #3B 2023-24, AESS #3C 2023-24, WSCS #19 2023-24, WSCS #20 2023-24 and WSCS #21 2023-24 were reported to the principal and reviewed by the Superintendent. After a full investigation, it was determined that the incidents **did not** satisfy the ABR definition of HIB.

**Policies/Regulations Recommendations:**

Introduced by: Melinda Street

Seconded by: Angela Altaai

Discussion: None

**ROLL CALL**

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

Ms. Bellise-Jandoli - Absent

**VII. PUPILS**

A. Child Nutrition Program for Receiving Districts

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, does not require the Gramon Schools (New Beginnings, Glenview Academy, Gramon School) to apply for and receive funding from the Child Nutrition Program for the 2024-2025 school year.

**Pupils Recommendations:**

Introduced by: Melinda Street

Seconded by: Joseph Fede

Discussion: None

**ROLL CALL**

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

Ms. Bellise-Jandoli - Absent

**VIII. BUSINESS/FINANCE OFFICE RESOLUTIONS**

A. Minutes Approval

**Attachment C**

BE IT RESOLVED that the Fairfield Board of Education approves/accepts the following minutes:

May 16, 2024 Executive Session	May 22, 2024 Public & Executive Sessions
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***FINANCE:***

B. Bills/Claims/Payrolls

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

<b>Ratify and Affirm</b> Bills & Claims List - June 7, 2024	\$213,055.36
<b>Ratify and Affirm</b> May 30, 2024 Payroll	\$441,780.54
<b>Ratify and Affirm</b> June 15, 2024 Payroll	\$519,059.37

C. Transfer of Funds

**Attachment D**

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

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

MOTION TO APPROVE SUBMISSION TO THE COUNTY OFFICE FOR APPROVAL OF A TRANSFER IN EXCESS OF 10%.

WHEREAS, the district Board has authorized the Business Administrator to pay off the mobile lease in the amount of \$155,361.21; and

WHEREAS, the School Business Administrator is requesting approval from the Board of Education to submit to the County office a transfer form in excess of 10% in

the amount of \$155,361.21 net of transfers from account lines 11-000-291-241-00 (\$52,072) and 11-000-291-290-00 (\$103,298.29) to account line 12-000-400-122-00 \$155,361.21 to pay off lease with U.S. Bankcorp.

BE IT RESOLVED that the Fairfield Board of Education authorizes the submission to the County office.

**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 May 1, 2024 through May 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.

**E. Capital Reserve and/or Maintenance Reserve Account Transfers**

WHEREAS N.J.A.C 6A:23A-14.3 provides for the supplementation of capital reserve accounts and/or maintenance reserve accounts; and

WHEREAS the District anticipates unexpended line item appropriations in the 2023-2024 budget as outlined in the code; and

WHEREAS the Superintendent recommends the transfer of those funds from this surplus to fund the capital reserve account and/or maintenance reserve accounts;

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education approves the transfer, not to exceed \$3,500,000 from the General Fund surplus to the District's Capital Reserve Account, for the express purpose of meeting the District needs identified in the Long Range Facilities Plan.

**F. Treasurer of School Monies**

BE IT RESOLVED that the Fairfield Board of Education approves Michael Halik to serve as the Treasurer of School Monies from July 1, 2024 through June 30, 2025 at an annual cost of \$5,000.

***CONTRACTS:***

**G. Joint Purchasing Agreements**

WHEREAS, N.J.S.A. 18A:18A-11 provides that, "The Boards of Education of two or more districts may provide jointly by agreement for the provision and performance of goods and services for their respective districts, or one or more boards of education may provide for such provision or performance of goods and services by joint agreement with the governing body of any municipality or county;" and

WHEREAS, the Fairfield Board of Education has the need, on a timely basis, to procure goods and services utilizing joint purchasing agreements; and

## **FAIRFIELD BOARD OF EDUCATION MINUTES: June 13, 2024-Page 11**

WHEREAS, the Fairfield Board of Education desires to authorize its purchasing agent for the 2024-2025 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year;

THEREFORE, BE IT RESOLVED that the Fairfield Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services utilizing joint purchasing agreements.

### **H. Environmental Services**

BE IT RESOLVED that the Fairfield Board of Education approves a contract with Karl Environmental Group to provide Comprehensive Environmental Services (Right to Know Services, AHERA, Air Quality Management Services and Right to Know Training) as needed in the amount of \$3,900.00 for the period of July 1, 2024 through June 30, 2025.

### **I. Integrated Pest Management Services**

BE IT RESOLVED that the Fairfield Board of Education approves a contract with Safe Schools Integrated Pest Management for Pest Control & IPM Law Compliance Services from July 1, 2024 through June 30, 2025 at a monthly fee of \$360.00 and other services, as needed, based upon their proposal dated January 24, 2024.

### **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 2024-2025 school year.

### **K. Health Insurance Broker**

WHEREAS, the Fairfield Board of Education (the "Board") has determined that it is necessary to retain the services of a health insurance broker to assist with the procurement, analysis; and management of the Board's medical, prescription, dental, vision and health insurance provider; and

WHEREAS, such services are not subject to public bidding per N.J.S.A.18A:18A-5(a)(10) provided that the Board adhere to the requirements for the award of a contract in the nature of an extraordinary unspecifiable service; and

WHEREAS, the Board has determined that the firm of IMAC Insurance Agency (Producer) is qualified to provide such services to the Board and that the appointment of the firm is in the best interest of the district and will result in the provision of the highest quality services at a fair and competitive price; and

NOW, THEREFORE, BE IT RESOLVED upon the recommendation of the Superintendent and the School Business Administrator, the Board hereby approves a Producer Agreement between the Board and IMAC Insurance Agency located at 540 Mill Street Belleville, NJ 07109 for the provision of consultancy services for the period of July 1, 2024 through June 30, 2025; and

**FAIRFIELD BOARD OF EDUCATION MINUTES: June 13, 2024-Page 12**

BE IT FURTHER RESOLVED that the Board's School Business Administrator is authorized to execute the Producer's Agreement with IMAC Insurance Agency on behalf of the Board; and

BE IT FURTHER RESOLVED that a copy of this Resolution and the requisite summary of the contract award shall be published once in an official newspaper of record for the district in accordance with the requirements of N.J.S.A. 18A:18A-5(a)(1).

**L. 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 and appoints Kathleen Marano to be Fund Commissioner for the period of July 1, 2024 through June 30, 2025.

**M. Collection and Maintenance of Student Records**

BE IT RESOLVED that the Fairfield Board of Education authorizes certified personnel to collect and maintain mandated student records as per N.J.A.C. 6A:32- 7.1 and Policy 8330 for the period of July 1, 2024 through June 30, 2025.

**N. Annual Tuition Rate for 2024-2025**

BE IT RESOLVED that the Fairfield Board of Education approves the following annual tuition rate for non-resident pupils for the 2024-2025 school year:

Pre-K/Kindergarten	\$18,273
Grades 1 - 5	\$19,940
Grade 6	\$18,688

**O. Related Service Providers**

BE IT RESOLVED that the Fairfield Board of Education approves the following Related Service Providers for the 2024-2025 school year for the services and rates listed below:

Provider	Service	Rate
Wellness and Rehabilitation	Physical Therapy Services	1 Hour: \$95 Evaluations: \$300

**P. Employee Health Benefits Plan - Aetna**

WHEREAS, the Fairfield Board of Education has determined that it requires a contract for the provision of medical insurance coverage services in order to fulfill its contractual obligations to its employees for the period of July 1, 2024 through June 30, 2025; and

WHEREAS, the purchase of such services are not subject to public bidding per N.J.S.A. 18A:18A-5 (a)(10) provided that the Board adhere to the requirements of the award of a contract in the nature of extraordinary unspecifiable services; and

**FAIRFIELD BOARD OF EDUCATION MINUTES: June 13, 2024-Page 13**

WHEREAS, the existing contract, which covers the period of July 1, 2023 through June 30, 2024, will be expiring; and

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent and the School Business Administrator, enters into an agreement with Aetna to renew the following plans for the period of July 1, 2024 through June 30, 2025 at the following monthly rates:

<u>Coverage</u>	Aetna Choice POS II <u>\$10 Copay</u>	Aetna Choice POS II <u>\$25 Copay</u>	<u>NJEHP</u>	<u>GSHP</u>
Single	\$1,189	\$1,073	\$1,055	\$934
Parent/Child (ren)	\$1,735	\$1,566	\$1,541	\$1,367
2 Adults	\$2,593	\$2,340	\$2,304	\$2,040
Family	\$3,028	\$2,731	\$2,689	\$2,383
Dep. Under 31 (Chp. 375)	\$1,189	\$1,073	\$1,055	\$766

BE IT FURTHER RESOLVED that the Board's School Business Administrator is authorized to execute the Agreement with Aetna on behalf of the Fairfield Board of Education.

**Q. Employee Prescription Benefits Plan – Express Scripts**

WHEREAS, the Fairfield Board of Education has determined that it requires a contract for the provision of prescription coverage in order to fulfill its contractual obligations to its employees for the period of July 1, 2024 through June 30, 2025;

WHEREAS, the purchase of such services are not subject to public bidding per N.J.S.A. 18A:18A-5 (a)(10) provided that the Board adhere to the requirements of the award of a contract in the nature of extraordinary unspecifiable services; and

WHEREAS, the existing contract, which covers the period of July 1, 2023 through June 30, 2024, will be expiring; and

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent and the School Business Administrator, enters into an agreement with Express Scripts to renew the existing plan for the period of July 1, 2024 through June 30, 2025 at the following monthly rates:

<u>Coverage</u>	Prescription: <u>\$10/\$20</u>	Prescription: <u>\$20/\$40</u>	<u>NJEHP</u>	<u>GSHP</u>
Single	\$254	\$205	\$228	\$228
Parent/Child (ren)	\$374	\$304	\$336	\$336
2 Adults	\$422	\$434	\$481	\$481
Family	\$719	\$585	\$647	\$647
Dep. Under 31 (Chp. 375)	\$254	\$205	\$228	\$228

**FAIRFIELD BOARD OF EDUCATION MINUTES: June 13, 2024-Page 14**

BE IT FURTHER RESOLVED that the Board's School Business Administrator is authorized to execute the Agreement with Express Scripts on behalf of the Fairfield Board of Education.

**R. Employee Dental Benefits Plan – Delta Dental**

WHEREAS, the Fairfield Board of Education has determined that it requires a contract for the provision of dental insurance coverage services in order to fulfill its contractual obligations to its employees for the period of July 1, 2024 through June 30, 2025; and

WHEREAS, the purchase of such services are not subject to public bidding per N.J.S.A. 18A:18A-5 (a)(10) provided that the Board adhere to the requirements of the award of a contract in the nature of extraordinary unspecifiable services; and

WHEREAS, the existing contract, which covers the period of July 1, 2023 through June 30, 2024, will be expiring; and

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent and the School Business Administrator, enters into an agreement with Delta Dental to renew the existing plan for the period of July 1, 2024 through June 30, 2025 at the following monthly rates:

<u>Coverage</u>	<u>PPO/Premier</u>
Single	\$39
Parent/Child (ren)	\$73
2 Adults	\$80
Family	\$119

BE IT FURTHER RESOLVED that the Board's School Business Administrator is authorized to execute the Agreement with Delta Dental on behalf of the Fairfield Board of Education.

**S. Employee Vision Benefits Plan – Vision Service Plan (VSP)**

WHEREAS, the Fairfield Board of Education has determined that it requires a contract for the provision of vision coverage services in order to fulfill its contractual obligations to its employees for the period of July 1, 2024 through June 30, 2025; and

WHEREAS, the purchase of such services are not subject to public bidding per N.J.S.A. 18A:18A-5 (a)(10) provided that the Board adhere to the requirements of the award of a contract in the nature of extraordinary unspecifiable services; and

WHEREAS, the existing contract, which covers the period of July 1, 2023 through June 30, 2024, will be expiring; and

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent and the School Business Administrator, enters into an agreement with Vision Service Plan (VSP) to renew the existing plan for the period of July 1, 2024 through June 30, 2025 at the following monthly rates:



<u>Coverage</u>	<u>Monthly Rate</u>
Single	\$10.67
Parent/Child (ren)	\$10.67
2 Adults	\$10.67
Family	\$10.67

***ADMINISTRATIVE:***

T. AHERA Coordinator

BE IT RESOLVED that the Fairfield Board of Education reaffirms the appointment of John Porcino, Supervisor of Buildings and Grounds, as the AHERA Coordinator for the District for the period of July 1, 2024 through June 30, 2025.

U. Asbestos Program Manager

BE IT RESOLVED that the Fairfield Board of Education reaffirms the appointment of John Porcino, Supervisor of Buildings and Grounds, as the Asbestos Program Manager for the District for the period of July 1, 2024 through June 30, 2025.

V. Right to Know Officer

BE IT RESOLVED that the Fairfield Board of Education reaffirms the appointment of John Porcino, Supervisor of Buildings and Grounds, as the Right to Know Officer for the District for the period of July 1, 2024 through June 30, 2025.

W. Contracts

**Attachment E**

BE IT RESOLVED that pursuant to PL2015, Chapter 47 N.J.S.A. 18A:18A-42.2, the Fairfield Board of Education intends to renew, award or permit to expire the contracts on the list that were previously awarded by the Board of Education. These contracts are, have been and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18A, et seq., N.J.A.C. Chapter 23A, and Federal Uniform Administrative Requirement 2CFR, Part 200.

***OUT-OF DISTRICT TUITION/TRANSPORTATION/HOME INSTRUCTION CONTRACTS:***

X. Out-of-District Placement

BE IT RESOLVED that the Fairfield Board of Education approves the out-of-district placement and tuition contract for Student ID #20391666 at New Beginnings in Fairfield, NJ for the period of July 1, 2024 through June 30, 2025. The total estimated tuition charges and extraordinary services is \$166,195.28.

Y. ABA Therapy

BE IT RESOLVED that the Fairfield Board of Education approves Adriana Diaz as ABA Therapist to provide Home Instruction per IEP for the 2024-2025 school year at the respective 2023-2024 contracted hourly rate of \$61.85 not to exceed 20 hours per week, pending contract negotiations.

**ADMINISTRATIVE:**

**Z. Petty Cash Accounts**

BE IT RESOLVED that the Fairfield Board of Education approves the following petty cash accounts for the 2024-2025 school year; the amounts as established through policy:

Stevenson Principal	\$300
Churchill Principal	\$300
Special Services	\$300
Superintendent	\$300
Business Administrator/Board Secretary	\$300

**AA. Scholarship Award**

BE IT RESOLVED that the Fairfield Board of Education recognizes Alex Yu Xiang Chen as the 2024 MECCA, Inc. Scholarship Award recipient for academic excellence. Mr. Chen, a former Winston S. Churchill School student, will graduate from West Essex High School as Class Salutatorian in June 2024 and plans to attend the Massachusetts Institute of Technology where he will be studying Aerospace Engineering.

**BB. Annual Boiler Cleaning/Inspection for Adlai Stevenson & Winston S. Churchill Schools**

BE IT RESOLVED that the Fairfield Board of Education received two quotes to clean and inspect the boilers at Adlai E. Stevenson and Winston S. Churchill as follows:

CONTRACTOR NAME	COST
Combustion Service Corp.	\$8,420.00
Miller & Chitty Company, Inc.	\$8,424.00

BE IT RESOLVED that the Fairfield Board of Education approves the quote from Combustion Service Corp. to clean and inspect the boilers at Adlai E. Stevenson and Winston S. Churchill Schools in the amount of \$8,420.

**CC. Amended Quote for Installation of Two Windows at Winston S. Churchill School**

~~BE IT RESOLVED that the Fairfield Board of Education received two quotes to install two windows in the music room/stage area at Winston S. Churchill School as follows:~~

CONTRACTOR NAME	COST
<del>BRG Corporation</del>	<del>\$10,678.00</del>
<del>Window Plus Home Improvement Products</del>	<del>\$13,600.00</del>

~~BE IT RESOLVED that the Fairfield Board of Education approves the amended quote from Window Plus Home Improvement Products for the installation of two windows in the music room/stage area at Winston S. Churchill School in the amount of \$13,600.~~

**DD. Purchase One Fireproof File Cabinet for the Fairfield Board Office**

BE IT RESOLVED that the Fairfield Board of Education received four quotes to purchase a fireproof file cabinet for the Fairfield Board Office as follows:

VENDOR NAME	SIZE	COST
Keystone Safe Company	38.78”W	\$4,599.00
ED-DATA (Staples)	37.5”W	\$6,011.68
ED-DATA (Staples)	37.5W	\$5,458.68
Johnson USA	38”W	\$5,867.00

BE IT RESOLVED that the Fairfield Board of Education approves the quote from Keystone Safe Company for the purchase of a fireproof file cabinet for the Fairfield Board Office in the amount of \$4,599.00.

**Business/Finance Resolutions Items A-DD**

Introduced by: Joseph Fede

Seconded by: Anthony DePascale

Discussion: Mr. DePascale asked to withdraw Item CC. Mr. DePascale also asked if item DD was standard size for a fireproof file cabinet.

**ROLL CALL**

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

Ms. Bellise-Jandoli - Absent

**IX. OLD BUSINESS**

Melinda Street thanked Ms. Kirk and Mr. Silversti for all their work on the school play.

**X. NEW BUSINESS**

NONE

**XI. COMMITTEE REPORTS**

Angela Altaai reported: Teacher contract negotiations are still ongoing and, as mentioned at the previous meeting, we are at an impasse. Negotiations have stalled over time. The board is seeking additional time before school to be used for various professional purposes - lesson planning, grading, parent communication, and extra help opportunities for students. We will continue to keep an open dialogue on both ends in order to reach a fair and equitable agreement.

**XII. PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY**

Vanessa Mayer read a statement from the FEA.

Allison Measso - spoke about the teacher contract negotiations and them receiving fair compensation. Mr. Fede and Mr. DePascale responded to Ms. Measso and Ms. Mayer's statement.

Nicole Sudol - inquired about budget, negotiations and new hires. Mr. Fede, Mr. DePascale and Ms. Marano responded.

Donna Gualtieri - spoke about teacher negotiations and compensation. Mr. DePascale and Mr. Fede responded.

Allison Measso - asked about the drop off process at both schools. Mr. DePascale responded.

Stacie Scalia - how the issues in the district are impacting the children.

### **XIII. NEXT MEETING**

BE IT RESOLVED that the next meeting will be held, in person, on August 22, 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.

### **XIV. ADJOURNMENT**

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

Introduced by: Angela Altaai      Seconded by: Joseph Fede      Time: 8:08 PM

### **ROLL CALL**

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