

FAIRFIELD BOARD OF EDUCATION

Public Work Session

Meeting Minutes

Wednesday, October 30, 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	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, 4, 6 and 7.

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: **Angela Altaai** Time: **6:03 PM**

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

Motion by: **Angela Altaai** Seconded by: **Melinda Street** Time: **7:28 PM**

ADJOURNMENT

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

Motion by: **Melinda Street** Seconded by: **Andrea Bellise-Jandoli** 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

Wednesday, October 30, 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	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 announced that the Fairfield Municipal Alliance's Winter Wonderland will be held on Saturday, December 7th, with a rain date of Sunday, December 8th. Thanks were given to the Rocco Donatello Foundation for hosting the recent Trunk or Treat event, which was a success and enjoyed by many.

Mr. DePascale also discussed a conversation with Police Chief Manna regarding crossing guards. It was decided not to place permanent crossing guards yet, as the situation is still being monitored. A full report will be provided in the spring to determine where crossing guards may be most needed.

Additionally, Mr. DePascale met with the business administrator and town engineer to discuss long-term improvements to the pick-up process at Stevenson School. They plan to create a one-way pathway to help alleviate traffic on Knoll Road and ensure a smoother, designated area for pick-up, especially with the possibility of inclement weather. The goal is to finalize plans, put out a bid early next week, and hopefully complete the work within a couple of weeks, similar to previous improvements at Churchill School.

SUPERINTENDENT’S REPORT:

Mr. Gupta thanked Officer Frank Tracy who made a memorable impression with students at Stevenson through a Halloween safety presentation, covering everything from mask visibility to sidewalk safety.

Stevenson’s student council raised \$171 for Hurricane Relief in Asheville, SC, donating to the American Red Cross, and collected \$570 for the Detective Ciampi Scholarship Fund. Additionally, Churchill school held a fundraising competition, where 4th graders won, helping the school raise over \$1,000 in honor of Detective Ciampi.

Special thanks to the Fairfield Municipal Alliance for hosting a successful 6th-grade dance at Stevenson, with commendable student behavior and support from chaperones and officers.

The sign-up deadline for the upcoming variety show is Friday, promising to be an exciting event. Also, details on the Disney on Ice event, sponsored by the Fairfield Municipal Alliance, were shared via email blast. Thank you to everyone involved in organizing these wonderful events!

Mr. Gupta presented the 2024 Annual Assessment Report.

Mr. DePascale expressed gratitude to Mr. Gupta on behalf of the Board of Education, acknowledging his leadership in driving positive change. He also thanked Mr. Gupta, administrators, and teachers for their commitment to embracing upcoming changes and working together to support students' success.

BUSINESS ADMINISTRATOR’S REPORT:

Mr. Lindsley advised that the auditors reviewed the district's 6/30/2024 audit draft and found no issues. The district increased its capital reserves, maintained maintenance reserves, as well as a maximum allowable fund balance. The finance committee reviewed and approved the draft report. The final report will be presented at an upcoming board meeting by the auditors.

The district is set for a QSAC review in 2024-2025, assessing five areas: Instruction & Program, Fiscal, Governance, Operations, and Personnel. Preparation begins in early November. The NJDOE site visits and review begins in December.

The district also received notice of a 16% increase in health insurance costs for 2025, translating to an increase of \$375,000.

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

Curriculum Committee: Angela Altaai reported:

Report Cards: Are being updated and corrected so that there is consistency between both buildings. Revisions were sent to the programmer and once finalized will be synced in Genesis.

Media Curriculum: Revised to incorporate digital citizenship and informational literacy, emphasizing how students handle information. The K-6 template now includes reading and writing activities across grades. Teachers address Literacy and Social Studies standards to help students “think, create, share and grow”. ELA standards have been updated to reflect NJSLs 2024 changes.

ESL Curriculum: Shifted focus from content checklists to language development across four components (listening, speaking, reading, and writing). The five ESL standards from WIDA Consortium align with NJ State standards in various subjects for a more integrated approach.

DI Period: Revamped to increase IXL use, enhancing alignment with NJSLA.

Walk-Throughs: Beginning November 1, unannounced classroom observations will promote dialogue, visibility, and provide feedback to teachers.

Special Education and HSA Committee: Melinda Street and Anthony DePascale reported:

HSA: Fundraiser - Painting with a Twist on November 19, 2024 for information visit: fairfieldhsa.org.

SEPAG: Mr. DePascale thanked Meghan Cafone and her team for their work at the October 17th meeting, which he had the chance to attend. Mr. DePascale shared that the meeting was highly informative, covering much more than just special education. He encouraged everyone whether they have a child in special education or not to attend future meetings, calling them enlightening and well-organized.

PUBLIC COMMENT ON: *AGENDA ITEMS ONLY*

Member of the public had a question about Link IT, and the access to scores and information?
- Superintendent Gupta responded.

Member of the public had a question on the assessment presentation. Can our results be compared to our sending districts? Commented on the Covid effect on test scores, and if surrounding districts are experiencing the same effect. Is our curriculum being reviewed to determine if it's consistent with surrounding districts and if it's meeting the standards vs the testing. - Superintendent Gupta responded and Anthony Depascale commented.

Member of the public had a question about the health benefits increase, the process of selecting a provider, and what other options are available. - Business Administrator responded and Angela Bellise-Jandoli responded.

Member of the public commented and provided positive feedback on Superintendent Gupta's Presentation.

**FAIRFIELD BOARD OF EDUCATION MINUTES
FINANCE - OCTOBER 30, 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 **Joseph Fede** Seconded by **Andrea Bellise-Jandoli** to approve the following motions:

- 1F. To approve the Minutes from the Public & Executive Session of September 26, 2024.
- 2F. To approve the Bills and Claims List and Payroll as follows:

Ratify and Affirm Bills & Claims List - 10/09/2024	\$235,321.88
Ratify and Affirm Bills & Claims List - 10/15/2024	\$2,575.00
Ratify and Affirm Bills & Claims List - 10/30/2024	\$376,311.65
Ratify and Affirm September 30, 2024 Payroll	\$424,836.19
Ratify and Affirm October 15, 2024 Payroll	\$436,831.34
Ratify and Affirm October 30, 2024 Payroll	\$428,892.24

- 3F. To approve the transfer of funds for the month of September 2024 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 September 1, 2024 through September 30, 2024. Pursuant to N.J.A.C. 6A:23A-16.10 and certify that as of September 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. Comprehensive Maintenance Plan

WHEREAS, the Department of Education requires New Jersey School Districts to submit three-year maintenance plans documenting “required” maintenance activities for each of its public school facilities; and

WHEREAS, the required maintenance activities as listed in the document for the various school facilities of the Fairfield School District are consistent with these requirements; and

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FINANCE - OCTOBER 30, 2024

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid; and

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education hereby authorizes the School Business Administrator to submit the Comprehensive Maintenance Plan for the Fairfield School District in compliance with Department of Education requirements.

6F. Annual Maintenance Budget – Form M-1

BE IT RESOLVED in compliance with N.J.A.C. 6A:26A, the Fairfield Board of Education hereby approves the Annual Maintenance Budget Amount Worksheet, Form M-1.

7F. Upon the recommendation of the Superintendent, approves the settlement agreement for Student ID# 2032992, as outlined in the Executive session.

8F. To ratify and affirm the tuition contract for Student ID #7710051477 from Bayonne Board of Education from September 3, 2024 through June 30, 2025. The total estimated tuition charge payable to Fairfield Board of Education is \$20,287.00.

ROLL CALL

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

**FAIRFIELD BOARD OF EDUCATION MINUTES
ADMINISTRATIVE - OCTOBER 30, 2024**

The following administrative 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:

1A. NEW JERSEY SINGLE ACCOUNTABILITY CONTINUUM (QSAC)

WHEREAS, the Fairfield Board of Education in the County of Essex is undergoing evaluation under NJ QSAC for the 2024-2025 school year; and

WHEREAS, N.J.A.C. 6A: 30-31.1(f) requires participating school districts to hold a public meeting to approve the submission of the district's DPR responses and the Statement of Assurance in respect to this process; and

WHEREAS, the Fairfield Board of Education in the County of Essex has reviewed the district's DPR responses and Statement of Assurance and hereby approves these documents.

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education in the County of Essex does hereby authorize the Superintendent of Schools to submit the DPR, Declaration Page, Agenda Excerpt, and Statement of Assurances for approval to the Commissioner of Education in compliance with provisions of N.J.A.C. 6A:30-3.2(f).

ROLL CALL

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

**FAIRFIELD BOARD OF EDUCATION MINUTES
BUILDINGS AND GROUNDS - OCTOBER 30, 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 **Joseph Fede** Seconded by **Angela Altaai** to approve the following motions:

1B. To approve the following Building Use Applications:

<u>Organization Group/Location/Purpose</u>	<u>Date and Time Slot</u>
Band/Orchestra Justin Lazaro Churchill - Gym/Stage	8:00 AM to 8:45 AM November - December and March - June (Every Tuesday and Friday)
Chess Wizards Chess Course - Fall Sessions 1 classroom at Churchill	Retroactively to 10/7, 10/21, 10/28, 11/4, 11/18, 12/2, 12/9 and 12/16/2024 3:15 PM - 4:45 PM
Chess Wizards Chess Course - Winter Sessions 1 classroom at Churchill	1/13, 1/27, 2/3, 2/10, 2/24, 3/3, 3/10 and 3/17/2025 3:15 PM - 4:45 PM
Chess Wizards Chess Course - Spring Sessions 1 classroom at Churchill	4/14, 4/28, 5/5, 5/12, 5/19, 6/2, 6/9 and 6/16/2025 3:15 PM - 4:45 PM
Churchill Choir Kyle Silvestri Churchill - Art Room	8:00 AM to 8:40 AM Retroactively to 10/23, 10/30, 11/6, 11/13, 11/20, 11/27, 12/4 and 12/11/2024
Communication/Coding Club James Verrengia Churchill - Media Room	8:00 AM to 8:30 PM 11/14, 11/21, 12/5, 12/12/2024 1/9, 1/16/2025
Daisy Troops 20191 1st Grade - Monthly Meetings Stevenson Gym/Art Room	(3rd Wednesday of every month) 11/20/2024 - 5/21/2025 3:45 PM - 5:00 PM
Fairfield Municipal Alliance LEAD 6th Grade Dance Stevenson - Gym and Cafeteria	Retroactively to 10/18/2024 4:30 PM - 10:00 PM
Homework Club Addie Fasulo & Laura Barra Stevenson - Rooms 38 & 39	Retroactively to 10/7/2024 - 2/24/2025 (Mondays only) 3:27 PM - 4:27 PM

**FAIRFIELD BOARD OF EDUCATION MINUTES
BUILDINGS AND GROUNDS - OCTOBER 30, 2024**

Safety Patrol Meeting Sarah Kirk and Dorian Nazarian Churchill - Guidance Office	8:00 AM to 8:35 AM and 3:35 PM to 4:05 PM Retroactively to 8/30, 9/9, 9/11, 10/11, 10/21, 10/31, 11/13, 11/22, 12/13, 12/20/2024, 1/10, 2/7, 3/7, 4/7, 4/16, 5/9, 5/23, 6/2 and 6/16/2025
Student Council Donna Gualtieri and Danielle Malinowski Churchill Room 3	8:10 AM to 8:35 AM Retroactively to 10/17, 11/14, 12/12/2024 1/9, 2/6, 3/6, 4/10 and 5/15/2025
Variety Show Committee Justin Lazaro Churchill - Gym/Stage	3:30 PM to 5:30 PM 11/19, 11/20, 12/3, 12/4 and 12/11/2024

- 2B. The Fairfield Board of Education has identified old and broken technology that have reached end of life and no longer beneficial to the district that needs to be recycled as follows:

72 Chromebooks	16 Laptops
8 iPads	1 All-in-One Desktop
4 Printers	1 Projector

To approve the recycling of the items to Green Wave Electronics, a R2v3 certified provider to recycle at no cost to the board.

ROLL CALL

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

**FAIRFIELD BOARD OF EDUCATION MINUTES
PERSONNEL - OCTOBER 30, 2024**

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

CONSENT AGENDA

Anything placed on this agenda, Items 1-4, will be voted upon in one motion.

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

1P. To approve the leave of absence for the following employee for the 2024/2025 school year:

Name	Location	Position	Maternity/ Disability Leave	NJLA/FMLA w/o pay, but with benefits	LOA w/o pay or benefits	Return Date
Giana Annese	WSC	Teacher of 4th Grade	01/02/2025 - 02/28/2025	03/03/2025 - 05/30/2025	N/A	06/02/2025

(NOTE: All dates are considered “on or about”)

2P. To approve the resignation of the following staff members:

Name	Location	Position	Reason	*Last Day of Employment
Lindsey Dillon	AES	Teacher of 1st Grade	Resignation	12/06/2024
Martine Shepard	WSC	Teacher of 5th Grade Leave Replacement	Resignation	12/10/2024

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

3P. 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:
Jennifer Kassebart	Substitute Teacher/ Aide/Secretary	\$130 per day/ \$15.13 per hour - aide/secretary	11/1/2024
Krystina Millstein	Employee to serve as Substitute Aide/ Secretary	\$15.13 per hour - aide/secretary	Retroactively to 10/22/2024

4P. To approve the following tutors paid through the New Jersey Learning Acceleration Grant Funding program:

Kaitlynn Bohr
Olivia Montwaid
James Verrengia

ROLL CALL

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

**FAIRFIELD BOARD OF EDUCATION MINUTES
CURRICULUM/PROGRAM - OCTOBER 30, 2024**

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 **Melinda Street** to approve the following motions:

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

Employee Name	Conference/Workshop	Location	Date(s)	Expenses*
Meghan Cafone	NJPSA/FEA “Directors’ Tool Kit: Interventions to Address the New Generation of Student Behavioral Needs”	Monroe, NJ	11/15/2024	Registration Fee: \$149 Personal Expenses: Cost of Mileage: \$50.76
Heather Prinzo	BER “Increase Your Success as a Special Education Resource Teacher”	Online Live Seminar	12/17/2024	Registration Fee: \$295

* 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.

2C. To approve the updated Media and ESL Curriculum which reflects the latest NJSLS requirements.

3C. To approve the Fairfield School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights for the Stevenson and Churchill Schools for the period of July 1, 2023 through June 30, 2024. In addition, approves that the Certified Statements of Assurance be submitted to the NJ Department of Education by October 31, 2024.

ROLL CALL

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

**FAIRFIELD BOARD OF EDUCATION MINUTES
ENROLLMENT - OCTOBER 30, 2024**

<u>Grade</u>	<u>Students 6/7/2024</u>	<u>Students 10/15//2024</u>
Preschool Inclusive	17	25
Preschool Disabilities	17	5
Kindergarten	92	96
First	96	92
Second	99	94
Third	84	102
Fourth	108 109	84
Fifth	108	109
Sixth	86	106
Out-of-District	2	2
Charter School	0	3
Total	710	718

**FAIRFIELD BOARD OF EDUCATION MINUTES
OCTOBER 30, 2024**

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

PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY

A member of the public spoke about past referendums, budgets and presented ideas to the board regarding funding. Another member of the public joined in and discussed kindergarten aides and budget issues. - Anthony DePascale and Joseph Fede responded.

A member of the public asked Joseph Fede about whether there was a shortfall in the budget or was it a fiscally responsible budget. - Joseph Fede responded.

NEXT MEETING

BE IT RESOLVED that the next meeting will be held, in person, on November 21, 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: **Melinda Street**

Seconded by: **Joseph Fede**

Time: **8:35 PM**

ROLL CALL

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