

Fairfield Board of Education  
Meeting Minutes  
Tuesday, August 24, 2021  
7:30 P.M. in the Churchill School Gym (No virtual option)

I. EXECUTIVE SESSION

BE IT RESOLVED that the Fairfield Board of Education 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.

**Introduced by: Mr. Anthony DePascale      Seconded by: Dr. Michael Sapienza**  
Mr. Egan: Aye    Mr. Freda: Aye    Mr. Didyk: Aye  
Dr. Sapienza: Aye    Mr. DePascale: Aye  
Motion Carries

II. OPEN MEETING – PUBLIC NOTICE OF MEETING SESSION

The Board reconvened from Executive Session

**Introduced by: Mr. Anthony DePascale      Seconded by: Dr. Michael Sapienza**  
Mr. Egan: Aye    Mr. Freda: Aye    Mr. Didyk: Aye  
Dr. Sapienza: Aye    Mr. DePascale: Aye  
Motion Carries

Mr. Brian Egan, President, presided and voiced the call to order at 7:35 p.m. by reading 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 and The Progress Newspaper.

*Now, please join us for the Pledge of Allegiance.*

**BOARD MEMBERS PRESENT:** Mr. Jeffrey Didyk; Dr. Michael Sapienza; Mr. Anthony DePascale; Mr. Pat Freda, Vice-President; Mr. Brian Egan, President

**ADMINISTRATORS PRESENT:** Dr. Susan Ciccotelli, Superintendent of Schools and Ms. Lyanna Rios, Business Administrator/Board Secretary

III. PUBLIC COMMENT ON AGENDA ITEMS ONLY

Guidelines in Accordance with Policy #0164:

1. This is not a question and answer session, but an opportunity to hear comments from the public, directed to the Fairfield Board of Education President.
2. Each person who wishes to make a statement must state their name and address to Ms. Lyanna Rios.
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.

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REVIEW OF THE 2019-2020 HIB DISTRICT AND SCHOOL GRADE REPORT: Our school district has conscientiously implemented the requirements found in the Anti-Bullying Bill of Rights Act. A review of the report can be found through a link on the district website.

### IV. PERSONNEL

#### A. Certificated Staff

##### 1. Rescinding Offer

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, rescinds the offer of employment for Anna Voloshin, hired as school nurse at the June 10, 2021 Board of Education meeting, effective retroactively to June 14, 2021.

##### 2. Maternity Leave of Absence

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves a Maternity Leave of Absence for Alyssa Fazzini, whose due date is October 27, 2021. Mrs. Fazzini will use 18 sick days before her due date and 11 sick days after. Mrs. Fazzini will apply for provisions available through NJFLI. She plans to return for the 2022-2023 school year, as requested.

##### 3. Resignations

a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the letter of resignation from Nicholas Esposito, Physical Education/Health Teacher, effective June 30, 2021 with regret, best wishes, and appreciation for his 10 years of service to the students of Fairfield.

b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the letter of resignation from Gabrianna Boomer, Vocal Music Teacher, effective June 30, 2021 with regret, best wishes, and appreciation for her service to the students of Fairfield.

c. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the letter of resignation from Erika Pilato, Guidance Counselor, effective June 30, 2021 with regret, best wishes, and appreciation for her service to the students of Fairfield.

##### 4. New Employees

a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Elizabeth Fendler as a Tenure Track School Nurse for the 2021-2022 school year at B.A.+30, Step 18 on the current teachers' salary guide. Pending receipt of all required documentation, including Criminal History Review.

- b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Anthony Biondi as a Tenure Track Physical Education/Health Teacher for the 2021-2022 school year at B.A., Step 2 on the current teachers' salary guide. Pending receipt of all required documentation, including Criminal History Review.
- c. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Kyle Silvestri as a Tenure Track Vocal Music Teacher for the 2021-2022 school year at B.A., Step 5 on the current teachers' salary guide. Pending receipt of all required documentation, including Criminal History Review.

5. Maternity Leave Replacement: Revision

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the extension of Maternity Leave of Absence Replacement Teacher, Pamela Gaccione, to the end of the 2021-2022 school year.

B. Non-Certificated Staff

1. Paraprofessional Employment

- a. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the rehire of Kimberly Straface as a Paraprofessional at an hourly rate of \$18.92, for the 2021-2022 school year. All required documentation is on file.
- b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the employment of Louise DeMichele and Jeanney Spano as a Paraprofessional at an hourly rate of \$16.51, for the 2021-2022 school year. Pending receipt of all required documentation, including Criminal History Review.

2. Retirement

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts a letter of retirement from Robin Bellafonte, Churchill School Secretary, effective October 1, 2021, with regret, best wishes, and appreciation for her 14 years of service to the staff and students of Fairfield.

3. Full-Time Custodian Employment

- a. ~~BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Mariela Adames as a Full-Time Custodian, at a prorated salary of \$30,352 per year, effective beginning approximately October 1, 2021 for the 2021-2022 school year. All required documentation is on file.~~ **\*\*TABLED\*\***

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b. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Edward Carrero as a Full-Time Custodian, at a prorated salary of \$49,083 per year, effective beginning approximately September 16, 2021 for the 2021-2022 school year. Pending receipt of all required documentation, including Criminal History Review.

4. Agreement Approval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, hereby approves an agreement with regards to Employee #100553.

5. Medical Leave of Absence

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Employee #100087 to take an unpaid medical leave of absence from September 1, 2021 through approximately November 24, 2021.

C. Substitutes

1. Employees to Serve as Substitutes

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following employees to also serve as substitutes in the areas specified below, as needed, effective for the 2021-2022 school year:

<u>Employee/Sub</u>	<u>Substitute as:</u>	<u>Employee/Sub</u>	<u>Substitute as:</u>
Agostini, Maria	Teacher, Paraprofessional	Curving, Patricia	Paraprofessional, Sec.
Bertoldi, Marissa	Teacher	Foti, Mary Jo	Paraprofessional, Sec.
Blum, Sharyn	Teacher	Karch, Anna Maria	Secretary
Carroll, Lisa	Teacher	LoBasso, LouAnn	Secretary
Carsillo, Tori	Teacher	Ortizzo, Kristin	Teacher
Cielo, Karen	Paraprofessional, Sec.	Schubach, Rita	Paraprofessional, Sec.
Contaldi, Kathy	Teacher	Wong, Kathy	Teacher
Convertino, Daniela	Teacher		

2. Existing Substitutes Reapproval

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, reapproves the following fully-qualified teacher, aide, and secretarial substitutes for the 2021-2022 school year. All documentation is on file.

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<b>Substitutes</b>	<b>Position (s)</b>		<b>Substitutes</b>	<b>Position (s)</b>
Aktas, Gianna	Teacher, Aide, Sec.		Grimes, Katerina	Teacher, Secretary
Berrian, Angela	Teacher		Jeffay, Elisa	Teacher, Aide
Bonapace, Ingrid	Teacher, Aide		Karch, Gabriella	Teacher, Aide, Sec.
Brunetti, Susan	Aide, Secretary		Kelsey, Barbara	Aide, Secretary
Butler, Carmela	Aide		Klein, Michael	Teacher
Calabrese, David	Teacher		Kowalski, Christine	Teacher
Cammarata, Christina	Teacher		LaQuaglia, Jeffrey	Teacher
Cannataro, Briana	Teacher, Secretary		Lepinsky, Rosalie	Teacher, Secretary
Capalbo, Lisa	Secretary		Marino, Joanne	Teacher, Aide
Connington, Haley	Teacher, Secretary		Rosamilia, Kaila	Teacher, Aide
DeMichele, Louise	Teacher, Aide		Roselle, Paula	Teacher
Dias, Judith	Teacher, Aide		Sudol, Nicole	Teacher, Aide
Esposito, Daria	Teacher, Aide, Sec.		Tahawi, Buthania	Teacher
Giampapa, Michael	Teacher		Telli, H. Karen	Teacher

3. New Substitutes

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Nicole Leone and Gabriella Day as Teacher and Aide substitutes for the 2021-2022 school year, pending receipt of all required documentation, including Criminal History Review.

D. Administration

1. Emergent Personnel Actions Revision Approved June 10, 2021

BE IT RESOLVED that the Fairfield Board of Education, authorizes revisions to the Emergent Hiring Resolution approved on the June 10, 2021 agenda to read: 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 2021-2022 school year. Any such emergency issues, as noted above, are subject to ratification and approval by the Board at its next regularly scheduled meeting.

2. Homeless Liaison and 504 Coordinator for 2021-2022

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, appoints Meghan Cafone as Homeless Liaison and 504 Coordinator for the 2021-2022 school year.

3. Assignment of Anti-Bullying Coordinator for 2021-2022

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Meghan Cafone as the district Anti-Bullying Coordinator for the 2021-2022 school year at a stipend of \$818 for the year.

**Personnel Recommendations:**

**Introduced by: Mr. Anthony DePascale      Seconded by: Dr. Michael Sapienza**

Mr. Egan: Aye      Mr. Freda: Aye      Mr. Didyk: Aye

Dr. Sapienza: Aye      Mr. DePascale: Aye

Motion Carries

V. CURRICULUM/PROGRAM

A. SSDS Investigations/HIB Report for 2020-2021 Period #2

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the Student Safety Data System (SSDS) Investigations Report and the HIB Trainings and Programs Report, for Period #2: January 1, 2021 through June 30, 2021 for the 2020-2021 school year.

B. Field Trip Approvals

**Attachment A**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the Field Trip List for the 2021-2022 school year.

C. Club Approvals

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following clubs and 10 positions, which were budgeted for, for the 2021-2022 school year, per contract, for a minimum of 15 sessions per year. Split position stipends will be divided evenly.

Art	1 at each school
Communications/Coding/Computer Technology	1 at Churchill
Stevenson News/Social Media	1 at Stevenson
Drama	2 at Churchill
Jazz Café	1 at Churchill
Student Council (Stipend split between 2 teachers)	1 at each school
Writing/Yearbook	1 at Churchill

D. District Mentoring Plan and Statement of Assurance

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the revised Mentoring Plan for the 2021-2022 school year and submission of the Statement of Assurance through the Provisional Teacher application as required by the County by September 1, 2021. Copies were previously sent to the Board for review.

**E. District Professional Development Plan and Statement of Assurance Attachment B**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the 2021-2022 District Professional Development Plan and also approves submission of the Statement of Assurance to the County Office by the September 1, 2021 deadline.

**F. Professional Development Workshop**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves attendance at the following workshop and approves the reimbursement of registration and/or mileage, to be made, pending completion of the workshop and submission of the travel report. \*Lodging will be noted separately if applicable.

<u>Staff</u>	<u>Workshop</u>	<u>Date</u>	<u>Registration Fee</u>
Vince-Cruz, Caroline	NJIDA Fall Conference	Oct. 1-2, 2021	\$150 IDEA

**Curriculum/Program Recommendations:**

**Introduced by: Dr. Michael Sapienza                      Seconded by: Mr. Jeffrey Didyk**

Mr. Egan: Aye      Mr. Freda: Aye      Mr. Didyk: Aye

Dr. Sapienza: Aye      Mr. DePascale: Aye

Motion Carries

**VI. POLICY**

**Attachment C**

**A. First Reading of Policies/Regulations/Bylaws**

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the first reading of the following bylaws, policies, and regulations, mandated by the State, and removal of abolished policies, effective beginning the 2021-2022 school year:

P #0131	Bylaws, Policies, and Regulations	Revised
P #1521	Educational Improvement Plans (M)	Abolished
P #1648	Restart and Recovery Plan (M)	Abolished
P #1648.02	Remote Learning Options for Families (M)	Abolished
P #1648.03	Restart and Recovery Plan - Full-Time Remote Instruction (M)	Abolished
P #1648.11	The Road Forward COVID-19 - Health and Safety (M)	New
P #1649	Federal Families First Coronavirus (COVID-19) Response Act (M)	Abolished
P #2421	Career and Technical Education	Revised
P #3134	Assignment of Extra Duties	Revised
P&R #3142	Nonrenewal of Nontenured Teaching Staff Member	Revised
P&R #3221	Evaluation of Teachers (M)	Revised
P&R #3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)	Revised



**D. Secretary/Treasurer Report**

BE IT RESOLVED that the Fairfield Board of Education acknowledges and accepts the report of the Board Secretary and Treasurer of School Monies for the period of June 1, 2021 through June 30, 2021.

I hereby certify that for the period ending June 2021 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-16.10(a).



Lyanna Rios  
Business Administrator/Board Secretary

Pursuant to N.J.A.C.6A:23A-16.10(c)(4), the Fairfield Board of Education hereby certifies that as of June 30, 2021 after review of the Secretary’s monthly financial report for June 2021 (appropriations section), and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(a) and those sufficient funds are available to meet the district’s financial obligations.

**E. Tiny Treasures 2021-2022 Lease Agreement**

BE IT RESOLVED that the Fairfield Board of Education approves the lease agreement with Tiny Treasures Extended School Day for the 2021-2022 school year pending attorney review.

**F. Scholarship Awarded**

BE IT RESOLVED that the Fairfield Board of Education recognizes Christina Arata as the 2021 MECCA, Inc. Scholarship Award recipient for academic excellence. Ms. Arata is a former Winston S. Churchill School student. She graduated from West Essex Regional High School June 2021 and plans to attend Caldwell University’s Nursing Program.

**G. Dual Use of Rooms for Educational Space**

BE IT RESOLVED that the Fairfield Board of Education approves the following Dual Use of Rooms at Adlai E. Stevenson for Educational Space for the 2021-2022 school year:

Room Number: 38	ESL and 2nd Grade SGI
Room Number: 34	Kindergarten SGI and 1st Grade SGI
Room Number: 39	Instructional Support/Instructional Support
Room Number: 22	STEAM/Library

H. Special Education Tuition Contract

BE IT RESOLVED that the Fairfield Board of Education approves a Special Education Tuition Contract with Cedar Grove Board of Education to receive the following student for the 2021-2022 school year:

One (1) Special Education (MD Program) SID #2027863 at a tuition rate of \$48,018 including additional costs for ABA Therapy and Coordination, Speech-Language Therapy, Occupational Therapy and a Shared Aide.

I. Related Services Amendment

BE IT RESOLVED that the Fairfield Board of Education on June 10, 2021 approved the Related Service Provider agreement with Adjusting Perspectives, LLC for the period of July 1, 2021 through June 30, 2022 and that an amendment to this agreement is needed to include the following services and rates:

<u>Description of Service</u>	<u>Rates</u>
1:1 ABA Therapy	\$65/hour
Assessments	\$120/hour
Assessments with Parents	\$120/hour
BCBA Supervision	\$120/hour
BCBA Treatment Planning	\$120/hour
BCBA Parent Training	\$120/hour
BCBA Re-Assessment	\$120/hour
BCBA Consultation	\$120/hour

J. Building Use Application

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

<u>Organization Group/Location/Purpose</u>	<u>Date and Time Slot</u>
Fairfield Police Department/National Night Out Use of Parking Lot and Gymnasium (in the event of inclement weather) at Churchill	August 3, 2021 4:00 pm - 10:00 pm
Fairfield Recreation/Baseball Practice & Games Stevenson and Churchill Main Fields	September 1, 2021 - October 31, 2021 4:30 pm - 7:30 pm

**K. Request for Proposal - Counseling Services (as needed)**

WHEREAS, the Fairfield Board of Education has solicited Requests for Proposal for Counseling Services for the period of September 13, 2021 through December 17, 2021; and

WHEREAS, one (1) proposal was submitted, reviewed and rated based on pertinent criteria; and

BE IT FURTHER RESOLVED that publication of notice of this contract award shall be made in accordance with the requirements of N.J.S.A. 18A:18A-5; and

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education approves Garden State Educational Alliance, LLC for Counseling Services (as needed) at the following rates for the period of September 13, 2021 through December 17, 2021.

<u>Description of Service</u>	<u>Rates</u>
Counseling Services & Consultations	\$70/Hour
Progress Reports	\$70 / Report

**L. Rescind Resolution to Transfer Excess Surplus to the Capital Reserve Account**

BE IT RESOLVED that the Fairfield Board of Education hereby rescinds the resolution to approve the transfer of excess surplus in the amount of \$500,000 to the Capital Reserve Account, which was approved at the Board meeting held on June 10, 2021.

**M. Capital Reserve Transfer**

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

WHEREAS, the District anticipates unexpended line item appropriations in the 2020-2021 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

NOW, THEREFORE, BE IT RESOLVED that the Fairfield Board of Education approves the transfer, NOT TO EXCEED \$1,000,000.00 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.

**N. Gift to the District**

BE IT RESOLVED that the Fairfield Board of Education accepts Hand Sanitizers from Eastern Essential Services, Fairfield, NJ and that the Business Administrator sends a letter of appreciation.

O. Related Service Provider - 2021 ESY Program

BE IT RESOLVED that the Fairfield Board of Education, retroactively, approves Kimberly Withers to provide Educational/Instructional Services for the ESY summer program for the 2021-2022 school year, at a rate of \$61.85 per hour not to exceed 44 hours which will be funded by the IDEA grant.

**Business/Finance Office Resolutions Items A-O**

**Introduced by: Mr. Pat Freda                      Seconded by: Mr. Anthony DePascale**

Mr. Egan: Aye      Mr. Freda: Aye      Mr. Didyk: Aye

Dr. Sapienza: Aye      Mr. DePascale: Aye

Motion Carries

VIII. OLD BUSINESS

None

IX. NEW BUSINESS

None

X. COMMITTEE REPORTS

None

XI. PUBLIC COMMENTS/QUESTIONS: NON-AGENDA ITEMS ONLY

Public Comments/Questions on Agenda Items Only

None

Public Comments on Non-Agenda Items Only

Nicole Sudol, 28 Alan Drive - thanked the Board for writing a letter to the Governor. She asked the following questions: How can the community help the district? Will Compensatory Services be provided? She also commented on the increasing suicide rates and students who do not follow CDC mask guidelines. Mrs. Sudol commented on the Middletown School district and the actions they have taken to address the new mask mandate.

Mr. Egan encouraged the parents to get involved and voiced their opinions regarding the mask mandate. Mr. Didyk also commented on other options available to the public.

Mrs. Sudol, 28 Alan Drive - also asked about a recent bill regarding passive versus active permission related to school health surveys. She asked if the district will be passive or active.

Olympia Penkoski, 16 Long Acres Road - commented that she did not agree with the new mask mandate and asked that the wearing of masks be optional.

Maria Lomuscio, 31 Fox Hill Road - asked how lunch period and gym classes will be handled? Dr. Ciccotelli stated that at Stevenson there will be additional tables added for lunch while maintaining 3 feet social distance. She also stated that if physical education classes are outside, masks will not be required.

