

FAIRFIELD BOARD OF EDUCATION

Public Work Session

Meeting Minutes

Monday, December 22, 2025 at 5:00 PM at the Fairfield Municipal Building

MR. ANTHONY DEPASCALE, BOARD PRESIDENT, CALLED THE ROLL AT 5:00 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: **3 and 8**. It is anticipated that the Executive Session will take approximately **1 hour**; 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 that 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 matters related to the employment, appointment, or termination of current or prospective employees;
9. Attorney/Client privilege.

Motion by: **Angela Altaai** Seconded by: **Andrea Bellise-Jandoli** Time: **5:00 PM**

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

Motion by: **Angela Altaai** Seconded by: **Andrea Bellise-Jandoli** Time: **6:00 PM**

ADJOURNMENT

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

Motion by: **Angela Altaai** Seconded by: **Andrea Bellise-Jandoli** Time: **6:00 PM**

ROLL CALL

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

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6:00 PM at the Fairfield Municipal Building

(Access livestream at www.fpsk6.org at 6:02 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 6:02 PM.

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

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 thanked all the students from the choir who attended the Winter Wonderland. They did a great job and it was a great event.

SUPERINTENDENT’S REPORT:

Mr. Gupta advised that the board will approve Dr. Trabucco’s retirement after this school year, honoring his 22 years of service while beginning a search for his replacement. After the break, Cardinals and Bulldogs of the Month will be recognized at the January and February meetings. Mr. Gupta extended holiday well wishes to everyone.

BUSINESS ADMINISTRATOR’S REPORT: NONE

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

Mr. DePascale asked Mr. Lindsley to discuss the long range facility plan. Mr. Lindsley noted that the architect's plan will be ready by the second week of January. The plan will then be reviewed with the facilities committee to assess district needs, and obtain a cost estimate.

PUBLIC COMMENT ON: *AGENDA ITEMS ONLY*

A member of the public asked questions about several agenda items: Item 6F - Mr. Lindsley responded, Item 5CO - Mr. Lindsley responded, Item 1G - Mr. Lindsley responded, Item 2G - Mr. Lindsley responded.

A member of the public asked about the use of third-party vendors and if the district is actively advertising for these positions - Mr. Gupta responded.

**FAIRFIELD BOARD OF EDUCATION MINUTES
FINANCE - DECEMBER 22, 2025**

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

CONSENT AGENDA

Anything placed on this agenda, Items 1-6, will be voted upon in one motion.

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

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

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

Ratify and Affirm Bills & Claims List - 12/15/2025	\$273,530.90
Ratify and Affirm Bills & Claims List - 12/22/2025	\$140,326.62
Ratify and Affirm November 30, 2025 Payroll	\$418,112.23
Ratify and Affirm December 15, 2025 Payroll	\$414,366.24

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

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

WHEREAS, the District increased the budget due to the November Ballot Question, as well as reallocated salaries due to realignment of staff; 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 \$354,558 to address the realignment of staff and budget increase due to the November Ballot Question; and

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

4F. To approve the report of the Board Secretary and Treasurer of School Monies for the period of November 1, 2025 through November 30, 2025. Pursuant to N.J.A.C. 6A:23A-16.10 and certify that as of November 2025 the Board Secretary's monthly financial reports did not reflect an over expenditure in any of the major accounts or funds, and based on the appropriation balances reflected on these reports and the advice of district officials, we have no reason to doubt that the district has sufficient funds available to meet its financial obligations for the remainder of the fiscal year.

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

**FAIRFIELD BOARD OF EDUCATION MINUTES
FINANCE - DECEMBER 22, 2025**

5F. RESOLUTION TO ACCEPT THE BUDGET CALENDAR 2026-2027.

WHEREAS, the Superintendent of Schools recommends that the Fairfield Board of Education accept the Budget Calendar.

October: Superintendent met with Business Administrator to develop a list of Budget Assumptions.

November: The Superintendent and Business Administrator met with the Finance Committee about strategic planning and budget forecast.
Preliminary discussions with the Administrative Team.

December: Superintendent initiates budget meeting with the Administrative Team to discuss:

- Budget Goals
- Review of the Budget Process
- Submission of Individual Budgets

Superintendent and Business Administrator meet with the Administrative Team to review submitted budget requests.
Begin development of the first draft of the budget.

January: Revise budget as necessary.
Meet with the Finance Committee and discuss budget status.

February: Revise budget upon release of Governor's Budget Address, State Aid figures.
Meet with Finance Committee about budget revisions/status.

March: Adoption and filing of the Tentative Budget.
Submission of Tentative Budget to Executive County Superintendent for review and approval.

April: Approval of submitted budget by Executive County Superintendent (NJDOE)

May: Public Hearing, Budget Presentation
Adoption of Final Budget
Budget revisions, if necessary

Note: Dates and presentations are subject to change in accordance with the NJ Department of Election's established Budget Calendar.

6F. To approve the professional fees for DiCara Rubino Architects, for the upgrade of the 5-Year Long Range Facility Plan in the amount of \$8,000.

ROLL CALL

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

**FAIRFIELD BOARD OF EDUCATION MINUTES
CONTRACTS - DECEMBER 22, 2025**

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

CONSENT AGENDA

Anything placed on this agenda, Items 1-6, will be voted upon in one motion.

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

1CO. To approve the following Related Service Provider for the 2025-2026 school year for the services and rates listed below:

Provider	Service	Rate
Learning Tree Multicultural Multilingual Evaluation and Consulting, Inc.	Learning Evaluation Speech/Language Evaluation Psychological Evaluation	\$880 for each evaluation

2CO. To reapprove Kid Clan Services, Inc. for Speech Therapy and Occupational Therapy Services for students on an as-needed basis at an hourly rate of \$110.00, amount to exceed \$53,000 for the 2025/2026 school year.

3CO. To approve Delta-T Group for a Learning Disabilities Teacher Consultant and School Psychologist, on an as-needed basis at an hourly rate of \$80.00, amount to exceed \$53,000 for the 2025/2026 school year.

4CO. To approve the Sidebar Agreement with the Fairfield Education Association, dated December 1, 2025, regarding the Maintenance and Custodial Agreement.

5CO. A RESOLUTION AUTHORIZING THE FAIRFIELD BOARD OF EDUCATION TO ENTER INTO A COOPERATIVE PRICING AGREEMENT

WHEREAS, N.J.S.A. 40A:11-11 (5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Monmouth-Ocean Educational Services Commission (MOESC), hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on December 22, 2025 the governing body of the Fairfield Board of Education, County of Essex, State of New Jersey, pursuant to N.J.A.C 5:34-7.6 (a), duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

**FAIRFIELD BOARD OF EDUCATION MINUTES
CONTRACTS - DECEMBER 22, 2025**

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Monmouth-Ocean Educational Services Commission (MOESC),

Pursuant to the provisions of N.J.S.A. 40A:11-11(5) and N.J.A.C. 5:34-7.6 (a), the Fairfield Board of Education is hereby authorized to enter into a Cooperative Pricing Agreement with Monmouth-Ocean Educational Services Commission (MOESC), the Lead Agency.

The Lead Agency shall comply with the Public School Contracts Law (N.J.S.A. 18A:18A-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

This resolution shall take effect immediately upon passage.

6CO. Door Replacements

BE IT RESOLVED that the Fairfield Board of Education received two proposals from the following contractors for door replacements at Adlai E. Stevenson and Winston S. Churchill Schools as follows:

Contractor	Building	Total Cost
C&M Door Controls, Inc.	Adlai E. Stevenson School	\$46,402.95
Bildisco Door Mfg.	Adlai E. Stevenson School	\$59,276.00

Contractor	Building	Total Cost
C&M Door Controls, Inc.	Winston S. Churchill School	\$61,780.73
Bildisco Door Mfg.	Winston S. Churchill School	\$67,016.00

BE IT RESOLVED that the Fairfield Board of Education approves C&M Door Controls, Inc. for door replacements at Adlai E. Stevenson and Winston S. Churchill Schools.

BE IT FURTHER RESOLVED that C&M Door Controls, Inc. pricing is through Monmouth-Ocean Educational Services Commission (MOESC) 25-45 Interior and Exterior Door Cooperative Bid 25-26 26-27. This project will be funded through our Capital Reserve.

ROLL CALL

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

**FAIRFIELD BOARD OF EDUCATION MINUTES
GRANTS - DECEMBER 22, 2025**

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

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

Topics	Grant Award
7 - Promethean Boards for classrooms at Churchill School	\$30,058.00
3 - Clear Touch Interactive Boards for Kindergarten	\$21,738.18
Lifecycle of a Duck for First Grade	\$ 1,547.72
The Recess Book Boxes - Little Free Libraries at Stevenson and Churchill Schools for all students	\$ 1,362.22
Building Creativity - Squishy Circuit Kits and 3 Doodlers for students at Churchill School	\$ 1,147.16
Total Amount Awarded	\$55,853.28

2G. WHEREAS, the Fairfield School District desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$100,000 to carry out a project to repair/upgrade the recreation areas at Winston S. Churchill School.

BE IT THEREFORE RESOLVED,

1) that the Fairfield School District does hereby authorize the application for such a grant; and,

2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between Fairfield School District and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection herewith.

ROLL CALL

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

**FAIRFIELD BOARD OF EDUCATION MINUTES
BUILDINGS AND GROUNDS - DECEMBER 22, 2025**

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

CONSENT AGENDA

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

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

1B. To approve the following Building Use Applications:

<u>Organization Group/Location/Purpose</u>	<u>Date and Time Slot</u>
Justin Lazaro Winter Concert Churchill - Gym/Stage	3:20 PM to 9:00 PM Retroactively to December 17, 2025
Mike Giampapa's Sports Club Stevenson - Outside Field Rain days - Stevenson Main Gym	3:30 PM - 4:30 PM Thursdays Only 2/19, 2/26, 3/5, 3/12, 3/19 and 3/26/2026

ROLL CALL

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

**FAIRFIELD BOARD OF EDUCATION MINUTES
PERSONNEL - DECEMBER 22, 2025**

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

1P. To approve the retirement of the following staff member:

Name	Location	Position	Reason	Last Day of Employment
Michael Trabucco	WSC	Principal/Director of Curriculum & Instruction	Retirement	06/30/2026

2P. To ratify and affirm the resignation of the following staff member:

Name	Location	Position	Reason	Last Day of Employment
Donna Mustacchio	AES	Playground/Cafeteria Aide	Resignation	12/15/2025

3P. BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves an agreement with regard to Employee #101360.

4P. To approve the leave of absence for the following employee:

Name	Location	Unpaid Medical Leave	NJLA/FMLA Unpaid	Return Date
Employee #101201	District	12/01/2025 - 03/09/2026	03/10/2026 - 06/08/2026	06/09/2026

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

5P. To approve the appointment(s) of the following staff member(s) for the 2025-2026 school year, pending receipt of all required documentation:

Name	Location/ Position	Prorated Salary/Hourly Rate	Effective Date(s) on or about:
Salvador Saavedra	Part-Time Custodian	\$25 per hour	01/05/2026
Michael Toscano	Part-Time Custodian	\$25 per hour	01/05/2026
Jorge Vargas	Part-Time Custodian	\$25 per hour	01/05/2026

**FAIRFIELD BOARD OF EDUCATION MINUTES
PERSONNEL - DECEMBER 22, 2025**

6P. To approve the following staff members as club advisors for the 2025-2026 school year:

Club	School	Name	Stipend
Spring Homework Club	AES	Laura Barra	\$1,143.68
Spring Homework Club	AES	Maria Suppa	\$1,143.68
Spring Homework Club	WSC	Danielle Malinowski	\$1,143.68
Spring Homework Club	WSC	Olivia Montwaid	\$1,143.68
Spring Homework Club	WSC	Alexa Rubino	\$1,143.68
Spring Homework Club	WSC	Jaclyn Van Natten	\$1,143.68

7P. To approve and amend the following club assignment and advisors from the September 25, 2025 agenda from a single assignment to a split assignment for the 2025-2026 school year, per the current teachers' contract, for a minimum of 15 sessions per year. Split position stipends will be divided evenly.

Club	School	Name	Stipend
Art Club Spring	WSC	Eileen Pekarsky	\$571.84
		Jaclyn Van Natten	\$571.84

8P. To approve the following employee for substitute coverage as needed for the 2025-2026 school year, pending receipt of all required documentation:

Name	Current Position	Substitute Position
Kayla Derrig	Paraprofessional	Substitute Teacher

9P. To approve the appointment(s) of the following substitute staff member(s) for the 2025-2026 school year, pending receipt of all required documentation:

Name	Position	Daily Rate	Effective Date(s) on or about:
Jessica Brennan	Substitute Teacher	\$130 per day	01/05/2026
	Substitute Aide/Secretary	\$15.50 per hour	
Mia Buttler	Substitute Teacher	\$130 per day	01/05/2026
	Substitute Aide/Secretary	\$15.50 per hour	

10P. To approve a maintenance stipend in the amount of \$4,900, effective for the remainder of the 2025-2026 school year.

ROLL CALL

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

**FAIRFIELD BOARD OF EDUCATION MINUTES
CURRICULUM/PROGRAM - DECEMBER 22, 2025**

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

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

Employee Name	Conference/Workshop	Location	Date(s)	Expenses*
Michelle Adams	NJASBO “2025-26 Pension Review/Update Workshop”	Whippany, NJ	01/13/2026	Registration Fee: \$195.00 Cost of Mileage: \$ 8.56
Megan Dewland	BER “Differentiated Instruction: Increasing Student Success While Decreasing Teacher Prep Time”	Virtual	02/24/2026	Registration Fee: \$295.00

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

ROLL CALL

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

**FAIRFIELD BOARD OF EDUCATION MINUTES
ENROLLMENT - DECEMBER 22, 2025**

<u>Grade</u>	<u>Students 6/30/2025</u>	<u>Students 12/19/2025</u>
Preschool Inclusive	27	17
Preschool Disabilities	10	15
Kindergarten	99	97
First	93	100
Second	94	87
Third	104	98
Fourth	84	106
Fifth	108	89
Sixth	110	106
Out-of-District	2	2
Charter School	3	3
Total	734	720

**FAIRFIELD BOARD OF EDUCATION MINUTES
DECEMBER 22, 2025**

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

PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY

A member of the public requested clarification regarding the change in the meeting time. - Mr. DePascale and Mr. Gupta responded.

NEXT MEETING

BE IT RESOLVED that the next meeting will be held, in person, on January 8, 2026, Public Work Session beginning at 6:00 PM, followed by Executive Session with Public Session resuming at approximately 7:30 PM, at the Fairfield Municipal Building.

ADJOURNMENT

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

Motion by: **Andrea Bellise-Jandoli** Seconded by: **Angela Altaai** Time: **6:15 PM**

ROLL CALL

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