

# Fairfield Board Of Education

## Regular Meeting Agenda

Thursday, March 19, 2015 – 7:00 PM

Stevenson School - Library

15 Knoll Road, Fairfield, NJ 07004

*The meeting will be called to order at approximately 7:00 p.m., by Mr. Brian Egan, Board President, 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 Progress Newspaper.”

### **ROLL CALL:**

Mrs. Stacy Aschenbach, Mr. Pat Freda, Mrs. Andrea Jandoli,  
Mr. Thomas Patierno and Mr. Brian Egan, President  
Ms. Susan Ciccotelli, Superintendent of Schools, and  
Mr. William Stepka, Board Secretary/School Business Admin.

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

### **1. PUBLIC COMMENT ION: AGENDA ITEMS ONLY**

#### *Guidelines in Accordance with Policy #0164:*

- 1) Each Person who wishes to comment must state their name & address to the Board Secretary.
- 2) If it appears this portion of the meeting will last longer than 30 minutes, the President may limit comments to 3 minutes each, with all comments directed to the President of the Board.
- 3) No participant may speak more than once on the same topic until all others have been heard.
- 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.

2. SUPERINTENDENT’S REPORT

I. ENROLLMENT FOR 3.16.15:

Grade/School	Total Students 6/30/14 (Spec. Ed. Incl.)	Total Students 3/16/15 (Spec. Ed. Incl.)
Preschool D & I & MD	26	26
K – Stevenson	64	77
1 – Stevenson	83	66
2 – Stevenson	93	87
3 – Stevenson	87	94
4 – Churchill	96	89
5 – Churchill	96	98
6 – Churchill	100	95
<b>Total:</b>	<b>645</b>	<b>632</b>
<b>Out of District 3</b>	<b>#342, #366, #412</b>	

II. PERSONNEL-INSTRUCTIONAL

BOARD ACTION

A. Maternity Leave of Absence Request

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve a Maternity Leave of Absence for Gina Puglisi, as indicated below. Mrs. Puglisi tentative due date is August 10, 2015.

- 12 weeks unpaid Family Medical Leave with benefits from September 1, 2015 through November 24, 2015. Mrs. Puglisi plans to return to work for the 2016-2017 school year. She will be applying for the six weeks of benefits under NJ Family Leave Insurance Program, which will run concurrently with the 12 week Family Medical Leave.

B. Out-of-District Speech Instruction

1. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve Alyssa Iarossi to provide home Speech Therapy Services to out-of-district special education student #412, at the contracted student contact rate of \$59.30 per hour, to meet IEP requirements. In addition, approve that these services may take place in school, after school hours, if necessary.

**Personnel Recommendations:**

**Introduced by:      Seconded by:      Roll Call**

IV. CURRICULUM/PROGRAM

BOARD ACTION

A. Churchill School

School-Wide

- Students began the PARCC tests in Language Arts and Math on March 2 and were incredibly focused and cooperative!
- Students completed a month long reading incentive named “TACO BOUT A LOT OF READING”, producing nearly 130,000 minutes of reading time at home. There were 3 reward levels, based on student achievement – with the highest being a free period in a “bounce room” with inflatable recreational equipment – the students were so excited!
- The Student Council recently participated in a “Cookies for Courage” event. The students donated homemade cookies and wrote letters thanking the police and fire department personnel for their dedication to the township of Fairfield.

Grade 6

- Sixth graders are "approaching the speaking situation" as they complete their argumentative research projects and oral presentations. They are using multiple sources to gather strong evidence before acquiring appropriate public speaking skills to present their arguments to their peers.
- Students researched and presented differentiated projects on Ancient Egypt. Many of the hands-on projects are on display in the library.
- Students celebrated Pi Day on Friday and worked on measuring the area and circumference of circular foods.

Grade 4

- Students in Ms. Dykenga's science classes made informational brochures about the states of matter which were displayed on the hallway bulletin board.

B. Stevenson School

First Grade

- First grade students learned about habitats this month, specifically the Forest, Ocean, and Desert. They wrote about each habitat to create their own book, focusing on the animals, climate, and plants found in that habitat.

Second Grade

- Second grade completed an opinion writing piece based on three African Americans that changed the world. Martin Luther King Jr., George Washington Carver, and Ruby Bridges. Second grade also did a research project based on important women who helped change our world.

Third Grade

- Third grade has been working on short research projects which will prepare them for the end of the year science research project on the planets. Students read two articles about reptiles in the Everglades. Each night for homework they wrote one paragraph in order to complete the 4 paragraph research simulation task. Students were asked to further research reptiles and insert a picture on their document. The tasks were edited, printed and are displayed in the red hallway.

School-wide

- Stevenson School students celebrated Read Across America by participating in fun reading activities. First grade students read Dr. Seuss books to kindergarten students. Second grade students chose their favorite Dr. Seuss book and created a riddle based on their book. They placed the book in a folder so the title couldn't be seen. The second graders read their riddles to their third grade partners who had to decide which Dr. Seuss book they were describing. Once the third grade student identified the correct book, the second grade student read the book to his/her partner. Then, the third graders chose their favorite book and read to their second grade partner.
- Student Council is preparing to raise money for childhood cancer research through Alex's Lemonade Stand Foundation (ALEXSLEMONADE.ORG). Students research different charitable foundations and chose Alex's Lemonade Stand.

A. Professional Development Workshop Approval

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve attendance at the following workshops and also approve the reimbursement, of registration and/or mileage, etc expenses to be made, pending completion of the workshops and submission of the travel reports.

Staff	Workshop	Date	Place	Regis./Lodging
Stepka, W	NJASBO 53 <sup>rd</sup> Annual Convention	6/3 - 6/5, 2015	Atlantic City	\$150 Regist. \$214 Lodging
Ciccotelli, S.	NJASA Conference	5/13-15, 2015	Atlantic City	\$475 Regist. \$214 Lodging

B. 2015 Summer Extended School Year Approval

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the Summer 2015 program outline, which delineates staff positions and transportation required for the extended school year.

<b>OUTSIDE CONTRACTED SERVICES</b>	Staff needed	# days per person	# Hours per day	Total hours	Hourly Rate	Estimated Cost
Physical Therapist	1	22	1.25	27.50	\$75.00	\$2,062.50
	<b>Total outside vendor</b>					<b>\$2,062.50</b>
<b>IN-HOUSE STAFF SERVICES</b>						
Speech Therapist	1	22	3.5	77	\$59.30	\$4,566.10
Occupational Therapist	1	22	2.7	60	\$59.30	\$3,558.00
Primary MD Teacher	1	22	4.5	99	\$59.30	\$5,870.70
Primary/Secondary LLD Teachers	3	22	4.5	297	\$59.30	\$17,612.10
Behaviorist/LLD Teacher	1	22	4.5	99	\$59.30	\$5,870.70
School Nurse/ LLD Aide	1	22	4.0	88	\$59.30	\$5,218.40
Aides (MD/LLD)	6	22	4.0	528	\$15.00	\$7,920.00
Substitute Teachers, Aides, & Nurse (as needed)	Hired teacher, aide, nurse salaries will be adjusted for any time a substitute is used.				\$15.00	*adjusted
	<b>Total: teachers, aides, therapists, nurse</b>					<b>\$50,616.00</b>
	<b>Total all of above</b>				<b>TOTAL</b>	<b>\$52,678.50</b>
<b>CHILD STUDY TEAM</b>						

Learning Consultant	1	For both student contact time and required meetings In addition to Speech shown above. In addition to O.T. shown above.	<b>Not to Exceed \$7,000 Total</b>
School Psychologist	1		
Speech Therapist (Mtgs. Only)	1		
Occupational Ther. (Mtgs. Only)	1		
		<b>Outside vendor, teachers, nurse, aides, therapists &amp; CST</b>	<b>\$59,678.50</b>
<b>TRANSPORTATION</b>		2 Vans for a.m./p.m. for 22 days	<b>\$11,373.12</b>
<b>51 Students</b>			
		<b>Total w/Transportation</b>	<b>\$64,015.62</b>

C. Annual Written Curriculum and Textbook Approval

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve reapprove all current written curriculum, including specials (i.e. art, music, computers, physical education), for the 2015-2016 school year, and additionally approve all current textbooks for students, including mandated programs, specified in code, for 2015-2016, as per N.J.A.C., as required each year. Revisions and/or Updates to individual curriculum will be presented for approval as they are completed, to meet the 5 year curriculum update requirement.

D. Field Trip Approval

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the list of field trips for the Fairfield School district for the 2014-2015 school year. There have been no additions since our last approval.

**Curriculum/Program Recommendations:**

**Introduced by:      Seconded by:      Roll Call**

**V. SUBSTITUTES**

**BOARD ACTION**

Recommended Motion: that the Fairfield Board of Education approve the following fully qualified teacher substitute for the 2014-2015 school year, effective March 20, 2015, pending receipt of all required documentation, including Criminal History Review.

Griffiths Robert	County Teacher/Aide
Ortizzo, Kristin	Aide
Tornatore, Gabriella	County Teacher (Employee Inst. Aide)
Colon, Daniela	Aide/Teacher (Employee Teacher P/T)

**Substitutes Recommendations:**

**Introduced by:      Seconded by:      Roll Call**

3. WRITTEN CORRESPONDENCE

4. BUSINESS RESOLUTIONS

Routine and Recurring Monthly Business Items A through F:

A. **BE IT RESOLVED** “that the following minutes be approved:”

February 12, 2015 Public Portion and Executive Session

B. **BE IT RESOLVED** “to approve the following attached Bills and Claims Lists and Payrolls:

B&C List: February 13 to Mar 18	\$884,867.47
B&C List: March 19	\$118,830.96
Payroll: February 13*	\$362,888.67*
Payroll: February 27*	\$345,020.64*
Payroll: March 13	\$368,873.05

\*Included in 2/13-3/18 Bill List above

C. **BE IT RESOLVED** “to approve and accept the Board Secretary’s Financial Report for the month of January 2015.”

D. **BE IT RESOLVED** “to approve and accept the budgetary transfer report for the month of January 2015.”

E. **BE IT RESOLVED** “to approve and accept the Treasurer of School Monies Financial Report for the month of January 2015.”

F. **BE IT RESOLVED** “to approve the following Building Use Application:”

Fairfield Recreation Dept.	
Stevenson Gym	8:30am-12:45pm
Bullying Program	July7/July 11/July 16/July 21

Business Resolution Items A, B, C, D, E & F:

Introduced by:	Seconded by:
Mrs. Aschenbach:	Mr. Patierno:
Mr. Freda:	Mrs. Egan:
Mrs. Jandoli:	

G. **BE IT RESOLVED** “as required by N.J.S.A. 18:37-15(6)(e), that the Fairfield Board of Education hereby affirms the Superintendent’s decision on the Harassment, Intimidation, and Bullying (HIB) reports, for investigation numbers CH#214-15 and CH#314-15, as presented to the Board in Executive Session on February 12, 2015.”

Introduced by: Seconded by: Roll Call Vote:

**5. COMMITTEE REPORTS**

1) **Finance Committee:** Met with the Superintendent and Business Administrator and reviewed the Tentative Budget. As such, the Finance Committee hereby recommends to the full Board adoption of the Tentative Budget for the 2015-16 School Year and to approve submission of it to the Essex County Executive Superintendent for his review, by passing the following resolution:

**BE IT RESOLVED** “to approve the following:

**ADOPTION OF TENTATIVE 2015-16 SCHOOL BUDGET**

BE IT RESOLVED “to adopt, based upon the review and recommendation of the Finance Committee, a tentative 2015-16 School Budget as described below and authorize the administration to submit it for review and approval by the Essex County Executive Superintendent of Schools:

BE IT RESOLVED that the Board approve and adopt a Preliminary 2015-16 School Budget in the amount of **\$11,000,000** for the General Fund (Current Operating Expense), **\$145,000** for the Special Revenue Fund (Federal & State Grants), and **\$147,447** for the Debt Service Fund, and

BE IT FURTHER RESOLVED that there should be raised for the General Fund **\$10,462,336.00 (+2.0%)** through local taxation to support the Current Operating Expense Budget and **\$147,447** through local taxation to support the Debt Service Fund for the 2015-16 School Year and to authorize the administration to submit same to the Essex County Executive Superintendent of Schools for review and approval, and

BE IT FURTHER RESOLVED that the Current Expense Operating Budget contain budgeted surplus (fund balance) from the 2013-14 audit of **\$30,151.00.”**

Introduced by:

Seconded by:

Roll Call Vote:

**6. OLD BUSINESS**

1. Health Benefits Insurance Broker of Record for July 1, 2015:

A) Qualifications Received and distributed to the Board from:

- 1) Brown & Brown of Livingston, NJ. (incumbent)
- 2) IMAC Insurance Agency of Belleville, NJ.

B) Next steps:

- 1) Finance Committee holds interviews, if wished.
- 2) Brokers will submit binding proposals for premium renewal rates and possible new insurance carriers for all four lines of employee benefits prior to the April 28<sup>th</sup> meeting for:
  - a) Medical: AmeriHealth PPO (current carrier)
  - b) Prescription: BeneCard (current carrier)
  - c) Dental: Horizon (current carrier)
  - d) Vision: NVA (National Vision Associates) (current carrier)
- 3) Board will appoint Broker and their insurance carriers (if a change) or accept premium renewal rates at the April 28<sup>th</sup> meeting, effective July 1<sup>st</sup>.



