

Fairfield Board of Education  
Meeting Agenda  
 Tuesday, August 22, 2017 – 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 Mrs. Andrea Jandoli, 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:**

Mr. Jeffrey Didyk; Mr. Pat Freda; Mr. Robert Lombardy  
 Mr. Brian Egan, Vice President; Mrs. Andrea Jandoli, President;  
 Ms. Susan Ciccotelli, Superintendent of Schools, and  
 Ms. Yvonne Hellwig, Business Administrator

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

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

Guidelines in Accordance with Policy #0164:

- a. *This is not a question and answer session, but an opportunity to hear comments from the public, directed to the President.*
- b. *Each person who wishes to make a statement must state their name & address to Ms. Yvonne Hellwig.*
- c. *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.*
- d. *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.*
- e. *Please be respectful of the Board, Administration, Staff, and audience members in attendance.*

**I. ENROLLMENT**

Grade/School	Total Students 6/30/17	Total Students 8/18/17
Preschool	32	52
K – Stevenson	104	81
1 – Stevenson	77	73
2 – Stevenson	70	109
3 – Stevenson	87	85
4 – Churchill	97	76
5 – Churchill	91	90
6 – Churchill	100	105
<b>Total:</b>	<b>658</b>	<b>671</b>
Out of District 3	#342, #367, #412	

II. PERSONNEL

A. INSTRUCTIONAL

I. CERTIFICATED STAFF

a. Employment

1. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, employ Lauren Fitzpatrick as a tenured track district Media Specialist, at M.A., Step 12 of the current teachers' salary guide, effective September 1, 2017, pending receipt of all required documentation.
  2. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, employ Sandra Torrioni, as a non-tenure track Maternity Leave of Absence Replacement for the Churchill School, Reading Specialist, from approximately September 29, 2017 to February 28, 2018, for the 2017-2018 school year, at a pro-rated salary based on B.A., Step 5 of the current teachers' salary guide, effective October 1, 2017, pending receipt of all required documentation.
  3. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, revise the employment approval of Gabriella Tornatore to a tenure-track grade 2 teaching position, at B.A.+15 Step 1 of the current teachers' salary guide, effective September 1, 2017, pending receipt of all required documentation. Ms. Tornatore was previously hired on the June 13, 2017 agenda as a Maternity Leave of Absence Replacement Teacher.
  4. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, employ Julia Lynn Booth as a non tenured track Long Term Replacement teacher in grade 3 at B.A., Step 1 of the current teachers' salary guide, effective September 1, 2017, pending receipt of all required documentation.
  5. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve Melissa Lotrecchiano as a non tenured track Maternity Leave of Absence Replacement Teacher in grade 2, from September 1, 2017 through January 31, 2018 at a pro-rated salary based on MA, Step 2 of the current teachers' salary guides, effective upon receipt of all required documentation.
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b. Movement on Guide

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve Movement on the Guide for Lindsey Dillon from BA+15, Step 9 to MA, Step 9, effective September 1, 2017.

B. NON-INSTRUCTIONAL

1. Instructional Aide Employment

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the employment of the following Instructional Aides, effective September 1, 2017, pending receipt of all required documentation.

- Courtney Koppinger                 \$17.00 per hour
- Lynne Fano                             \$13.00 per hour
- Theresa Jones                         \$17.00 per hour

2. Playground/Cafeteria Aide Correction

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the salaries of the exempt playground/cafeteria aides based on 2 hours per day for 171 days, and for playground/cafeteria/office aides based on 3 hours per day for 171 days, for the 2017-2018 School Year. Previously approved on the June agenda as 178 days. New contracts will be provided with the revised salaries.

C. SUBSTITUTES

1. NEW SUBSTITUTE APPOINTMENTS FOR 2017-2018

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, employ Deneen Matus as an aide substitute and Christine Summerville and Elisa Jeffay as a teacher/aide substitutes, for the 2017-2018 school year, all required paperwork is on file.

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**2. EMPLOYEE/SUBSTITUTE RE-APPOINTMENTS FOR 2017-2018**

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve the following employees to also serve as substitutes in other areas where properly certified, when needed.

<b>Employee/Subs</b>	<b>Substitute as:</b>	<b>Employee/Sub:</b>	<b>Substitute as:</b>
Ahearn, Patrick	Teacher	Jones, Theresa	Teacher
Araneo, Michael	Teacher	Gambino, Marilou	Teacher
Blum, Sharyn	Teacher	Kelsey, Barbara	Instructional Aide
Carroll, Lisa	Teacher	Kendall, Deanna	Inst. Aide, Sec.
Cielo, Karen	Inst Aide, Sec.	LaManna, Dawn	Instructional Aide
Contaldi, Kathy	Teacher	Lipari, Carla	Instructional Aide
Convertino, Daniela	Teacher	LoBasso, Louann	Inst. Aide, Sec.
Curving, Patti	Instructional Aide	Ortizzo, Kristin	Teacher
Diaz, Adriana	Teacher	Raniero, Kathryn	Instructional Aide
Esposito, Nick	Teacher, Inst. Aide	Schubach, Rita	Inst. Aide, Sec.
		Wong, Kathy	Teacher

**3. SUBSTITUTE RE-APPOINTMENTS FOR 2017-2018**

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, reappoint the following fully qualified teacher, aide, secretarial, and custodial substitutes, for the 2017-2018 school year. All documentation is on file.

<b>Substitutes</b>	<b>Position (s)</b>	<b>Substitutes</b>	<b>Position (s)</b>
Bonapace, Ingrid	Teacher, Aide	Kowalski, Chris	Teacher
Byk, Maureen	Teacher, Aide	LaQuaglia, Jeffrey	Teacher
Calabrese, David	Teacher, Aide	Lepinsky, Rosalie	Teacher, Aide
Capalbo, Lisa	Aide, Sec.	Lotrecchiano, Melissa	Teacher, Aide
Centrowitz, Michelle	Teacher, Sec., Aide	Marino, Joanne	Teacher, Aide
Cimera, Anita	Teacher	Mauriello, Michell	Teacher, Sec., Aide
Clancy, Anna	Teacher, Aide	Petrozza-Butler, Carmel	Aide, Sec.
Coppola, Mary Lyn	Teacher, Aide	Potenza, Gloria	Teacher
Demirdjian, Cristina	Teacher, Aide, Sec.	Roselle, Paula	Teacher
Dias, Judith	Teacher, Aide	Seredevick, Lorraine	Teacher
Forman, Janice	Teacher	Stagnitto, Marisol	Teacher, Aide
Foti, Mary Jo	Aide	Tahawi, Buthaina	Teacher
Garufi, Linda	Aide	Tamburri, Shannon	Teacher, Aide
Gencarelli, Dana-Marie	Teacher, Aide, Sec.	Tirtilli, Craig	Teacher
Goldsmith, Halli	Teacher, Aide	Torrioni, Sandee	Teacher, Aide, Sec.
Iandolo, Alexa	Teacher, Aide, Sec	Vaxmonsky, William Jr.	Custodian

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**D. ADMINISTRATION**

- Superintendent's Qualitative and Quantitative Goals

Recommended Motion: that the Board of Education approve the Superintendent's Quantitative and Qualitative Merit Goals for the 2017-2018 school year (on file in the Board Office) and additionally recommend submission of the goals to the Executive County Superintendent for review and approval.

**Quantitative Goal:**

Supervise administrative evaluation process by ensuring 50% of all formal observation reports completed in grades 3-6 reading classes contain at least one indicator of and/or recommendation for investigative strategies. It is expected the investigative strategies identified will be grade level and content area specific.

**Qualitative Goal:**

Participate in Consortium Administrative Book Club to discuss and support topics related to District and Leadership Goals.

**All Personnel Recommendations:**

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

**III. CURRICULUM/PROGRAM**

**A. 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. \*Lodging and meals included.

Staff	Workshop	Date	Place	Registration
S. Ciccotelli R. Santana M. Trabucco M. Cafone	NJASRO Training (Mandated)	12/4/17 to 12/8/17	Morristown	\$1,400.00

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**B. CLUB APPROVALS 2017-2018**

**Recommended Motion:** that the Board of Education, upon the recommendation of the Superintendent, approve the following clubs and club advisor positions for the 2017-2018 school year at the stipend per contract, for a minimum of 15 sessions per year. Split positions will divide stipend evenly.

Art Club	1 @ Churchill, 2 @ Stevenson
Communication/Media Club	1 per school
Writing Club	1 @ Churchill
Yearbook Club	1 @ Churchill
Jazz Café	1 @ Churchill
Coding/Computer Tech Club	1 @ Churchill
Drama Club Director	1 @ Churchill
Music Director for Drama Club	1 @ Churchill
Homework Club	5 @ Stevenson
Homework Club	3 @ Churchill
Student Council	1 per school

**All Curriculum and Program Recommendations:**

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

**IV. BUSINESS OFFICE RESOLUTIONS**

**1. FINANCE**

**A. Minutes Approval**

BE IT RESOLVED that “the following minutes be approved” from the July 25, 2017 Public & Executive Sessions.

**B. Bills/Claims/Payrolls**

BE IT RESOLVED “to approve the following Bills and Claims Lists and Payrolls”.

Bills and Claims List	\$ 342,555.27
Payroll July 15, 2017	\$ 65,512.27
Payroll July 31, 2017	\$ 93,258.94

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**C. Financial Report**

BE IT RESOLVED to approve and accept the Board Secretary's Financial Report for the months of June 2017.

**D. Treasurer's Report**

BE IT RESOLVED to approve and accept the Treasurer's Report for the month of June 2017.

**E. Building Use Applications**

BE IT RESOLVED to approve the following Building Use Applications:

Organization or Group/Location/Purpose	Date and Time Slot
Fairfield Recreation: Churchill small gym for Cheerleading practice	Mondays 9/11/17 thru 11/6/17 3:30 PM – 4:30 PM
Fairfield Recreation: Stevenson gym for Cheerleading practice	Wednesdays 9/13/17 thru 11/8/17 3:30 PM – 4:30 PM
Fairfield Recreation: Churchill small gym for Cheerleading practice	Thursdays 9/14/17 thru 11/9/17 3:30 PM – 4:30 PM
After School Sports Club: Gym at Stevenson	Thursdays 9/28/17 thru 11/2/17 3:30PM – 4:30PM Thursdays 2/8/18 – 3/29/18 3:30PM – 4:30PM
Fairfield Twp Police Dept., Tactical Operations Traing w/ FBI	August 28, 29 & 30, 2017 9:00AM – 3:00PM each day

**F.** BE IT RESOLVED that the Fairfield Board of Education approve the increase of additional State Aid released on July 14, 2017 in the amount of \$27,193 for the 2017-2018 school district budget. This additional appropriation in Special Education Categorical Aid will be utilized to supplement out of district Special Education tuition.

**G.** BE IT RESOLVED that the Fairfield Board of Education approve the renewal of the annual Broker/Producer's Agreement with IMAC Insurance Agency for professional services processed through the Gateway Employee Benefits Fund (BMED).

**H.** BE IT RESOLVED that the Fairfield Board of Education approve an agreement with Cerebral Palsy of North Jersey's Community Therapy Services (CPNJ) for student therapy, one session per week at the rate of \$125.00 per session.

**Business Resolution Items A, B, C, D, E, F, G, H**

**Introduced by:**

**Seconded by:**

**Roll Call**

**2. COMMITTEE REPORTS**

To follow

**3. OLD BUSINESS**

To follow

**4. NEW BUSINESS**

To follow

**5. PUBLIC COMMENT II ON: AGENDA & NON-AGENDA ITEMS**

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- 2) Each person who wishes to make a statement must state their name & address to Ms. Yvonne Hellwig.
- 3) If it appears this portion of the meeting will last longer than 30 minutes, comments may be limited to 3 minutes each.
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- 5) 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.
- 6) Please be respectful of the Board, Administration, Staff and audience members in attendance.

**6. NEXT MEETING:**

BE IT RESOLVED that the next meeting will be held on September 19, 2017 at 7:00 PM in the Library at Stevenson School.

**7. 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:

Seconded by:

Voice Vote

**8. ADJOURNMENT:**

There being no further business before the Board, the meeting will be adjourned.

Introduced by:

Seconded by:

Voice Vote