

Fairfield Board of Education
Meeting Minutes
 Tuesday, June 13, 2017 – 7:00 PM
 Stevenson School - Gymnasium
 15 Knoll Road, Fairfield, NJ 07004

The meeting was called to order at approximately 7:08 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.”

BOARD MEMBERS PRESENT: Mr. Pat Freda, Mr. Robert Lombardy, Mr. Brian Egan and Mrs. Andrea Jandoli

BOARD MEMBERS ABSENT: Mr. Jeffrey Didyk

ADMINISTRATION PRESENT: Ms. Susan Ciccotelli, Superintendent of Schools
 Ms. Yvonne Hellwig, Business Administrator

PUBLIC & STAFF PRESENT: Several Staff Members, Township Residents and Students

Now, please join us for the Pledge of Allegiance.

HEP Presentation

Churchill students, lead by Jennifer DiSorti, Advisor for the HEP Program presented two illustrations. The first was on Graphic Design and the second presentation was on an Irrigation System. All members present were asked to go outside and see the irrigation system in action at the student garden.

I. PUBLIC COMMENT ON: AGENDA ITEMS ONLY

None

II. ENROLLMENT

Grade/School	Total Students 6/30/16	Total Students 6/9/17
Preschool	32	41
K – Stevenson	104	73
1 – Stevenson	77	112
2 – Stevenson	70	82
3 – Stevenson	87	75
4 – Churchill	97	89
5 – Churchill	91	105
6 – Churchill	100	96
Total:	658	673
Out of District 3	#342, #367, #412	

III. PERSONNEL

A. CERTIFICATED STAFF

1. Maternity Leave of Absence Extension

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve a revision to Mrs. Torrent's Maternity Leave of Absence to include the entire 2017-2018 school year, with intentions to return in September 2018.

2. Change of Assignment Under New Certification

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the change of assignment for Mrs. L. MacIntosh to Resource Room/ICS Teacher, under her Teacher of the Handicapped certification, effective for the 2017-2018 school year.

3. Staff Building Changes

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the following building staff moves for the 2017-2018 school year.

Chavkin	From S to CH
Mayer	From CH to S
Messina	From S to D
Perrone	From D to S
Puglisi	From CH to S
Torrent	From S to CH

4. Retirement Revision

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, revise Mrs. Eisenberg's first day of retirement from September 30, 2017, as reported on the May agenda, to October 1, 2017.

5. Maternity Leave of Replacement Employment

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve Ms. Gabriella Tornatore's Maternity Leave Replacement position from September 1, 2017 through January 31, 2018 @ BA, Step 1 of the current teachers' salary guide.

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B. NON-CERTIFICATED STAFF

1. Summer Custodial Help: Appointments

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, appoint the following summer custodial helpers from June 20, 2017 through August 31, 2017, @ 8 hours per day, \$8.44 per hour.

William Vaxmonskey, Jr.	John Porcino, Jr.
John Carroll	Dominic Jandoli

2. Playground/Cafeteria Aides

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the re-employment and salaries of the following exempt playground/cafeteria aides for 2 hours per day for 178 days, for the 2017-2018 School Year.

Karen Cielo	\$13.78/\$4,905	Grace Raffa	\$20.79/\$7,402
Pat Curving	\$12.07/\$4,294	Kim Raniero	\$11.48/\$4,086
Dawn LaManna	\$11.85/\$4,218	Renee Russo	\$11.48/\$4,086
Nick Esposito	\$11.20/\$3,985	Rita Schubach	\$14.91/\$5,309
Carla Lipari	\$12.61/\$4,487	Tracey Suhey	\$11.20/\$3,985
Barbara Kelsey	\$10.71/\$3,813		

3. Registered Nurse

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the re-employment and salary for Barbara Rominski, Registered Nurse at a rate of \$30.62 per hour, \$22,414 for the 2017-2018 school year.

4. Playground/Cafeteria/Office Aides

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the re-employment and salaries of the following exempt playground/cafeteria/Office aides for 3 hours per day for 178 days, for the 2017-2018 School Year.

Deanna Kendall	\$10.92/\$5,834	LouAnn Lobasso	\$10.71/\$5,719
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5. Employment: Business Office Clerk

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve Pat Iandolo as a full-time, 12-month, Business Office Clerk, effective July 1, 2017, at a salary of \$40,000.

6. Office Personnel, Registered Nurse, Technology

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the re-employment and salaries of the following non-exempt tenured office staff for the 2017-2018 School Year.

• Judy Miller, Business Office	\$46,774
• Kathie Festa, Superintendent’s Office	\$73,541
• Michael Ludwig, Technology Coord.	\$87,835
• William Harvey, Technology Asst.	\$41,500
• Barbara Rominski, Regist. Nurse	\$22,414

7. Summer Security Officer

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, employ Mr. Mark Hayek, as a Security Officer for the Extended School Year Program period, for a total of 22 days, at 5.5 hours per day @ \$30.00 per hour.

C. ADMINISTRATION

1. Re-Appointment: Director/Principals/Supervisors/Coordinators/Supervisors

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, re-appoint the following administrators, and salaries, for the 2017-2018 school year.

Administrator/Tenure Date	Salary 2017-2018
Ray Santana, Director of S.E./Principal	\$124,500
Trabucco, Michael, Director of Curriculum & Instruction/Principal	\$135,913
Yvonne Hellwig, Business Adm./Board Sec’ty.	\$114,125
Cafone, Meghan (Coord. of Behavioral Prog’s. & Home Programming	\$77,346
John Porcino Supervisor of B & G.	\$71,065

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2. Contract Approval: Superintendent of Schools

Recommended Motion: that the Board of Education, approve the employment contract for Susan Ciccotelli, Superintendent of Schools, from July 1, 2017 through June 30, 2022, as approved by the Essex County Acting Superintendent of Schools, on May 25, 2017.

D. CARRY OVER VACATION – 12 MONTH EMPLOYEES

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve carry-over vacation days, not to exceed 5 days, to be used by August 31, 2017, as follows: 5 Days: S. Ciccotelli, J. Miller, R. Santana, M. Ludwig, W. Harvey, Y. Hellwig, 4 days: K. Festa, 3 days M. Adams.

E. EVALUATION TOOLS

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve evaluation tools starting July for the 2017-2018 school year.

The following will be evaluated using the Stronge Evaluation Model:

Certificated Staff, including directors, principals, teachers, Child Study Team Members, Nurse, Guidance/School Counselors, Reading Specialists, Testing Coordinator/Math Coach

The following will be evaluated using a narrative.

Business Administrator, Non-certificated staff (i.e. aides custodians clerks, secretaries Technology Coordinator, Technology Assistant, Supervisor of B&G), Coordinator of Behavioral Programs and Home Programming

Personnel Recommendations:

Introduced by:	Mr. Pat Freda	Seconded by:	Mr. Robert Lombardy
	Mr. P. Freda`		Mr. B. Egan
	Mr. R. Lombardy		Ms. A. Jandoli
			Ms. Janoli abstained from Item # B1

IV. CURRICULUM/PROGRAM

A. DISTRICT MENTORING PLAN STATEMENT OF ASSURANCE SUBMISSION

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the submission of the 2017-2018 Mentoring Plan Statement of Assurance to the Department of Education. The complete plan manual does not require submission to the State.

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B. DISTRICT PROFESSIONAL DEVELOPMENT STATEMENT OF ASSURANCE SUBMISSION

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the submission of the 2017-2018 Professional Development Plan Statement of Assurance to the Department of Education. The complete plan manual does not require submission to the State.

C. ANNUAL APPROVAL FOR CURRENT WRITTEN CURRICULUM/TEXTBOOKS

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, reapprove all current written curriculum, including specials (i.e. art, music, computers, physical education), for the 2017-2018 school year, and additionally approve all current textbooks for students, including mandated programs, specified in code, for 2017-2018, 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. THREE YEAR TECHNOLOGY PLAN APPROVAL

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the district's 3 year Technology Plan from 2017-2018 to 2019-2020. The Curriculum/Technology Committee has reviewed this plan.

E. GOOD NEWS

▪ Churchill School

- On June 9, Churchill School Students enjoyed another Field Day. It was a competition of colors, red, black, and white. All grades were mixed to create a whole team spirit. The teams rotated to twelve stations focusing on teamwork, sportsmanship, and most of all School Spirit. Go Bulldogs!!
- Many of the Tier 3 students participating in AIMSWEB improved their reading scores and moved to the next tier.
- The Churchill School Student Council Election of Officers was held on June 5. After the candidates gave their speeches, the fourth and fifth graders voted. All candidates did an outstanding job and should all be commended. The newly elected officers are: President: Brianna Perrone; Vice-President: Danielle Massaro; Secretary: Giuliana Spanarelli; Treasurer: Ethan Rivera.
- Fifth Grade Science students are learning about simple and complex machines and many are designing their own "Rube Goldberg" creations.

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- Stevenson School
- The kindergarten classes have been working very hard! The students are learning, practicing, and demonstrating their ability to tap and blend words for reading, as well as tapping to spell words for writing. Kindergarteners love using dry erase boards and magnetic boards to write and build words.
- First graders are working hard researching different habitats. Students learned all about deserts, forests, oceans, and the artic. They learned also about the climate, animals, and vegetation in each habitat. Students were grouped. Each group covered one of the habitats and created a slide show in Google Slides to present to the class. Thank you, Mrs. Perrone for teaching the children how to create slides. As active listeners, each student in the class wrote down a fact learned by the presentations.
- Second grade students had an amazing “living” wax museum for Special Person’s Day. Students chose a hero that they wanted to depict. They researched their hero and created costumes to represent them and prepared brief biography’s to share with the Special Person’s Day visitors. Other grades were also treated to the wax museum during the day.
- In Science, the 2nd grade students are learning about endangered species and different types of pollinators and seed spreaders. The students have been working with Mrs. Prall on an RST (Research Simulation Task) based on different National Parks located in our country. The children had the opportunity to complete one on their own and did a fantastic job. Students wrote five paragraphs on oviparous creatures, which went along with the science and writing curriculum.
- Third grade students created a Pillow Pal for their final book report. After reading the book of their choice, students used a T-shirt to illustrate their two favorite scenes from the book and the main characters. They stuffed their pillow pal and presented them to the class. They enjoyed having their “pal” with them in the classroom.
- Students from Stevenson and Churchill Schools (Naya Al Zarabili, David Collini, Angelina Eizaga, Nicholas Gallo, and Tyler Kostick) were the design winners of the new S.T.E.A.M. logo for our district. These students will give their presentation at the Board Meeting on June 13, 2017 at Stevenson School.

Curriculum/Program Recommendations:

Introduced by:	Mr. Pat Freda	Seconded by:	Mr. Robert Lombardy
Mr. P. Freda`	Aye	Mr. B. Egan	
Mr. R. Lombardy	Aye	Ms. A. Jandoli	

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V. PUPILS

A. OUT-OF-DISTRICT PLACEMENTS

1. Recommended Motion, that the Board of Education, upon the recommendation of the Superintendent approve the following out of district placements from July 1, 2017 through June 30, 2018, to meet IEP requirements. Therapies (i.e. ABA Home services, OT, PT, etc.) are included in tuition rate unless noted separately as additional costs through approved vendor contracts.

Case #	School	Rates
#367	Chapel Hill School	\$330.72 per day (210 days)

B. CHILD NUTRITION PROGRAM RECEIVING DISTRICTS

BE IT RESOLVED: that, in accordance with N.J.A.C. 6A:23A-18.5, the Board of Education of the Fairfield School District, Essex County, does not require the Gramon Schools (New Beginnings, Glenview Academy, Gramon School) to apply for and receive funding from the Child Nutrition Program for the 2017-2018 school year.

Pupils Recommendations:

Introduced by:	Ms. A. Jandoli	Seconded by:	Mr. Robert Lombardy
Mr. P. Freda`	Aye	Mr. B. Egan	
Mr. R. Lombardy	Aye	Ms. A. Jandoli	

VI. POLICY

A. SECOND READING AND ADOPTION OF POLICIES/REGULATIONS

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve the second reading and approval of the following policy/Regulation revisions.

0000.02	Introduction	Revised
P 2415.06	Unsafe School Choice Option (M)	Revised
P 2464	Gifted and Talented Students (M)	Revised
P 2470	Preschool Inclusive Program	Revised
P 2622	Student Assessment (M)	Revised
P&R 3160	Physical Examination (Certificated Staff) (M)	Revised
P&R 4160	Physical Examination (Support) (M)	Revised
P&\$ 5116	Education of Homeless Children	Revised
P 7446	School Security Program	New
P 8350	Records Retention	New

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B. FIRST READING OF POLICIES/REGULATIONS

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve the first reading of the following policy/Regulation revisions.

P&R	Evaluation of Superintendent (M)	Revised
P 1511	Board of Education Website Accessibility	New
P&R 3126	District Mentoring Program	Revised
P&R 3221	Evaluation of Teachers (M)	Revised
P&R 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)	Revised
P&R 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)	Revised
P&R 3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M)	Revised
P&R 3240	Professional Development for Teachers and School Leaders (M)	Revised
P&R 5610	Suspension (M)	Revised
P 5620	Expulsion (M)	Revised
P&R 7424	Bed Bugs	New
P 7461	District Sustainability Policy	New
P 8550	Unpaid Meal Charges/Outstanding Food Service Charges (M)	Revised.

C. PROCEDURE 2622 STUDENT ASSESSMENT REVISION

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve the revised Student Assessment Procedure for the 2017-2018 school year.

Policy Recommendations:

Introduced by: Mr. R. Lombardy Seconded by: Ms. A. Jandoli
Mr. P. Freda Aye Mr. B. Egan
Mr. R. Lombardy Aye Ms. A. Jandoli

VII. SUPERINTENDENT’S QUANTITATIVE GOAL

BE IT RESOLVED that the Fairfield Board of Education has determined that the final Quantitative Merit Goal for Susan Ciccotelli, Superintendent of Schools, has been satisfied and was achieved during the 2016-2017 school year; and

Quantitative Goal: Successfully implement the 1:1 Sixth Grade student Chromebook Initiative.

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BE IT FURTHER RESOLVED that the Business Administrator/Board Secretary shall forward a certified copy of this resolution to the Essex County Interim-Superintendent of Schools in accordance with N.J.A.C. 6A:23A-3.1€ (10) (iv); and

BE IT FURTHER RESOLVED that, upon receipt of confirmation of satisfaction of the above goal from the Essex County Interim-Superintendent of Schools, the applicable Merit Bonus provisions shall be paid.

Curriculum Recommendations #2:

Introduced by: Mr. P. Freda Seconded by: Mr. R. Lombardy
Mr. P. Freda` Aye Mr. B. Egan
Mr. R. Lombardy Aye Ms. A. Jandoli

VIII. BUSINESS OFFICE RESOLUTIONS

SCHOLARSHIP AWARDED

The 2017 Roberta Felcher Scholarship Award was presented to Lisa Guiffre, who graduated from the Winston Churchill School in 2011 and will be attending Misericordia University. The Board wished Lisa all the best.

1. FINANCE

A. Minutes Approval

BE IT RESOLVED that “the following minutes be approved” from the May 16, 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	\$650,825.63
May 15, 2017 Payroll	\$374,927.81
May 30, 2017 Payroll	\$357,909.70

C Financial Report

BE IT RESOLVED to approve and accept the Board Secretary’s Financial Report for the months of March, April, and May 2017.

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D. Budgetary Transfer

BE IT RESOLVED to approve and accept the budgetary transfer report for the month of May 2017

E. Treasurer's Report

BE IT RESOLVED to approve and accept the Treasurer's Report for the months of March, April, and May 2017

F. BE IT RESOLVED that the Fairfield Board of Education would like to present the Roberta Felcher Scholarship Award for academic excellence to former Winston Churchill student, Lisa Giuffre. Lisa graduates from West Essex Regional High School this month and is going on to Misericordia University to study Speech Language Pathology

G. Banking Agreement Changes

1. BE IT RESOLVED that the Fairfield Board of Education end its agreement with TD Bank, NA and/or its successors as the designated depository for the Fairfield Board of Education effective June 30, 2017 for the following accounts:

- General Fund
- Payroll Agency Account
- Payroll Account
- Deb Service Account
- Churchill Student Activity Account
- Stevenson Student Activity Account
- FBO Scholarship Account - CD

2. BE IT RESOLVED that effective July 1, 2017 the Fairfield Board of Education enter into an agreement with Columbia Bank, and/or its successors as the designated depository for the following accounts:

- General Fund
- Payroll Agency Account
- Payroll Account
- Deb Service Account
- Churchill Student Activity Account
- Stevenson Student Activity Account
- FBO Scholarship Money MarketAccount
- For investments: NJ Cash Management/Columbia Bank

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H. HIB Affirmation

BE IT RESOLVED that the Board affirm the Superintendents decision on Harassment Intimidation and Bullying (HIB) Case #ST #1 16-17, first reported to the Board, in Executive Session on May 16, 2017.

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

Introduced by: Mr. B. Egan Seconded by: Mr. P. Freda
Mr. P. Freda` Aye Mr. B. Egan
Mr. R. Lombardy Aye Ms. A. Jandoli

2. COMMITTEE REPORTS

Mr. Freda spoke on the completion of negotiations.

3. OLD BUSINESS

None

4. NEW BUSINESS

None

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

None

6. NEXT MEETING:

BE IT RESOLVED that the next meeting will be held on July 25, 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: Mr. P. Freda Seconded by: Mr. R. Lombardy **Voice Vote**

8. ADJOURNMENT:

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

Introduced by: Mr. P. Freda Seconded by: Mr. R. Lombardy **Voice Vote**