

Fairfield Board of Education  
Meeting Minutes  
 Tuesday, May 16, 2017 – 7:00 PM  
 Stevenson School - Gymnasium  
 15 Knoll Road, Fairfield, NJ 07004

*The meeting was called to order at approximately 7:04 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. Jeffrey Didyk, Mr. Pat Freda, Mr. Brian Egan and Mrs. Andrea Jandoli

**BOARD MEMBERS ABSENT:** Mr. Robert Lombardy

**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.*

I. PUBLIC COMMENT ON: AGENDA ITEMS ONLY

There were no public comments

II. ENROLLMENT

Grade/School	Total Students 6/30/16	Total Students 5/12/17
Preschool	32	41
K – Stevenson	104	73
1 – Stevenson	77	112
2 – Stevenson	70	82
3 – Stevenson	87	74
4 – Churchill	97	89
5 – Churchill	91	105
6 – Churchill	100	95
Total:	658	671
Out of District 3	#342, #367, #412	

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- STUDENT PRESENTATION – the Hyperloop and HDT by students from both schools
- SUMMER READING & MATH PRESENTATION: Summer Stretch Reading and Math presented by Katie Prall, Erica Santalla, and James Verrengia. The team also presented an update on RTI: Response To Intervention.

The Board thanked the students and teachers for three wonderful presentations.

III. PERSONNEL

A. INSTRUCTIONAL

1. Renewal of Tenured Teaching Staff

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the re-appointment of the following tenured staff for the 2017-2018 school year. As required by contract, the staff will be informed of assignments per the June 1st letter.

Alonso, Daphne	Eisenberg, S. Holly	Kohlberg, Jodi	Puglisi, Gina
Bargiel, Dina	Esposito, Nick	Lizza, Donna	Rhodes, Joanne
Bowers, Lisa	Farrell, Tracey	MacIntosh, Lisa	Rivera, Sandy
Britton, Angela	Fasulo, Addie	Major, Marya	Russo-Desordi, R.
Cardillo, Michael	Giampapa, Michael	Malinski, Cherylann	Santalla, Erica
Carnovale, Nicole	Gualtieri, Donna	Marchetta, Carol	Spanarelli, Dona
Cecere, Jaime	Gualtieri, Jennifer	Messina, Nicole	Suppa, Maria
Chavkin, Jaime	Guerriero, Amy	Nazarian, Dorian	Tabatneck, Donna
Cofnuk, Marilyn	Healy, Susan	Patel, Sonal	Tirrell, Cindy
Conte, Jennifer	Henao, Jessica	Pechko, Jennifer	Torrent, Nicole
Dearani, Cristina	Horvath, Peter	Perrone, Jennifer	Varcadipane, Amy
Dickson, Joleen	Janser, Carol	Prall, Catherine	Verrengia, James

2. Summer Literacy Program Staff

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the following staff to instruct the Summer Literacy Program for 4.5 hours per day for 22 days during the Summer 2017 at the current contracted rate, pending completion of negotiations.

<ul style="list-style-type: none"> <li>• D. Malinowski (11 days)</li> <li>• E. Santalla (11 days)</li> </ul>	<ul style="list-style-type: none"> <li>• R. Simons</li> </ul>	<ul style="list-style-type: none"> <li>• J. Rhodes</li> </ul>
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3. Employment 2017-2018

- a. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, employ Charles Anderson as an elementary teacher for the 2017-2018 school year at B.A., Step 11 on the current teachers' salary guide, effective September 1, 2017, pending receipt of all required documentation.
- b. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, employ Jennifer Singh as a School Psychologist, for the 2017-2018 school year at M.A.+30., Step 13A on the current teachers' salary guide, effective September 1, 2017, pending receipt of all required documentation.
- c. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, employ Megan Zincone as an elementary teacher, for the 2017-2018 school year at B.A.+15, Step 3 on the current teachers' salary guide, effective September 1, 2017. All required documentation is on file.

4. Retirement

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent accept the letter of resignation from S. Holly Eisenberg, with regrets, best wishes, and appreciation for her more than twenty-nine years of service in the Fairfield School District, effective September 30, 2017.

5. Job Description Revisions

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the adoption of the following Job Descriptions:

- School Library Media Specialist (Revised)
- Special Education Aide (Revised)
- ABA Home Aide (Revised)
- One-on-One Special Education Aide (Revised)
- Office Clerk (New)

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**B. NON-INSTRUCTIONAL**

1. Employment

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, employ Mark Rivera as a Special Education Instructional Aide, at 4 days per week, not to exceed 29 hours per week, at a rate of \$15.00, effective upon receipt of all required paperwork.

2. Resignations

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, accept the resignations for Elise Jeffay, Deneen Matus, and Christine Summerville, Special Education Instructional Aides, effective at the end of the 2016-2017 school year with regrets, best wishes and appreciation for their dedication to the students of Fairfield.

3. Re-appointment: Instructional Aides, Secretaries, & Custodians

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, reappoint the following. Instructional and Non-Instructional Employees for the 2017-2018 school year.

10-MONTH SPECIAL EDUCATION 5 Days per week, not to exceed 29 hours per week			
Ahearn, Patrick	Diaz, Adriana	Matos, Rose	
Araneo, Michael	Efrus, Susan	Nolan, Lauren	
Bertoldi, Marissa	Fiore, Melissa	Ortizzo, Kristin	
Blum, Sharyn	Gambino, Mary Lou	Papa, Rosa Anna	
Carroll, Lisa	Hessenius, Kimberly	Taormina, Danielle,	
Contaldi, Kathy	Lozito, Pat	Trigazis, Michelle	
Convertino, Danielle		Wong, Kathy,	
10-MONTH KINDERGARTEN AIDES 5 Days per week, not to exceed 29.5 hours per week			
Bertoli, Nancy	D’Urso, Roseann	LoCascio, Maria	Mancuso, Maria
11-MONTH SCHOOL/CST SECRETARIES			
Bellafonte, Robin	Ripp, Flora	Serpico, Jane	
12-MONTH CUSTODIAL STAFF			
Colon, Gladys (P/T)	Moczulski, Mickey	Woodson, Bob	
Fedna, Carlo	Vaxmonskey, William	Zuk, Robert	



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IV. PROGRAM/CURRICULUM

A. OUTSIDE VENDOR CONTRACTS 2017-2018

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve contracts for the following vendors to supply required therapy and evaluation services, as shown below, for all Fairfield Public School special education students (at home, in out-of-district schools, and within the Fairfield Schools) to meet IEP requirements, on an as needed basis, from July 1, 2017 through June 30, 2018. Fees per contract available in Business Office.

Vendor	Services covered in contract.
Caldwell Pediatric Therapy	Occupational and Physical Therapy, <b>as needed.</b>
Bergen County Special Services, Sound Solutions	Audiology, Teacher of the Deaf and Hard of Hearing
Essex Regional Educational Services Commission	Home Instruction, CST Evaluations, Bilingual Evaluation, Participation in IEP meetings, Occupational and Physical Therapy, <b>as needed</b>
Hillmar, LLC, Ed. Spec.	Bilingual, Monolingual, CST evaluations, Occupational and Physical Therapy, Counseling, Speech, Participation in IEP meetings, <b>as needed</b>
Wellness and Rehab. Services, LLC	Physical Therapy Services

B. NURSING PLAN APPROVAL

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the 2017-2018 Nursing Plan revised by the school nursing staff and school physician.

C. BILINGUAL/ESL THREE-YEAR PROGRAM PLAN APPROVAL

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the submission of the Three Year Bilingual/ESL Program Plan for 2017-2020 to the State Department of Education.

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### **D. GOOD NEWS**

#### District

- Ms. Crescibene and Mrs. Pilato, Guidance Counselors, presented at the United Way's School Support Network as the Fairfield Township School District was honored as a Spotlight School. Our school counselors highlighted all of the incredible things our Staff and Student Culture and Climate teams do to make our schools such wonderful places to be.

#### Churchill

- Students at Churchill School finished their PARCC testing. Students worked diligently to complete the testing. The students were rewarded for their hard work with some additional free time outside.
- Students are working with faculty members and staff to create a beautiful outdoor education space. The Churchill Community Garden is taking shape nicely.
- Fifth grade science students are excited about their Physical Science studies and are sharing about conducting their own extension follow-up investigations at home.
- Fifth grade Language Arts students have been reading various novels based on the common theme of Respect and Tolerance. After reading together, students have been making connections to the Civil Rights Movement and historical figures, such as Rosa Parks, Ruby Bridges, and Jackie Robinson.
- Ms. Tirrell's sixth grade Differentiated Instruction group presented, "Winston Churchill – Britain's Great Statesman" to an audience of parents, teachers, and other guests. A Powerpoint presentation helped to tell about the life of this great man and the impact he had on World War II. Students shared their favorite quote by Churchill and talked about its meaning in their life. Tea and scones were served!
- Churchill students competed in the Presidential one mile run. Two sixth grade students set records for the one mile run: Maria Holevas with a time of 5:49 minutes and David Collini with a time of 5:45 minutes. The records are displayed in our record holder showcase outside the gymnasium.

#### Stevenson School

- The kindergarten students are becoming amazing authors and illustrators. They are working on adding details to illustrations and thoughts. The children enjoy sharing their work with friends.

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- The first graders had an amazing time at the Essex County Environmental Center. They learned all about the four R's – Reduce, Reuse, Recycle, and Rethink! They also got to make their own paper, which was really cool! They learned about the 5 senses in nature, and even colored with leaves. It was a great day! They also performed beautifully in the First Grade Play, "Friendship." Students practiced hard, and it showed. They are very proud students.
- The second grade has been busy with multiple projects: In Reading they are learning about Teddy Roosevelt and the contributions he made during his presidency. The students took a virtual tour of Mount Rushmore to see the 4 presidents carved in the mountain.
- Bill Nye the Science Guy has been providing the 2<sup>nd</sup> graders with some great information on the skeletal, digestive, and respiratory systems tied to their studies of growth and developmental health.
- Each second grade student received a cabbage plant to grow at home from the Bonnie Plants Cabbage program, via the Stevenson Community Garden. Last year the cabbages grown in the Stevenson garden grew to about 20 pounds each. Students are looking forward to this year's harvest.
- The Turtle and Beaver research projects were completed by the 2<sup>nd</sup> graders and displayed in the green hallway. As always, the second graders are awaiting Flat Stanley to arrive back at school after his many exciting experiences.
- Our third grade class has a Green Thumb! To celebrate Earth Day on April 22, the third grade participated in the annual Third Grade Tree Team Project through the NJ Forest Service. This State-wide program entitles 3<sup>rd</sup> graders in New Jersey to a free tree seedling. It acquaints young students with the value and importance of trees, increasing environmental awareness. The seedlings are a perfect way to get students involved in environmental activities, especially during Earth Day and Arbor Day. Each third grade student received a bundle of 20 Nordic Spruce seedlings. They had to wrap the roots of each seedling in moist newspaper and pack the seedling into a small bag to transport home for planting.

**All Program/Curriculum Recommendations:**

<b>Introduced by:</b>	<b>Mr. Freda</b>	<b>Seconded by:</b>	<b>Mr. Egan</b>
<b>Mr. Didyk</b>	<b>Aye</b>	<b>Mr. Egan</b>	<b>Aye</b>
<b>Mr. Freda</b>	<b>Aye</b>	<b>Mrs. Jandoli</b>	<b>Aye</b>

**Motion Carried**





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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€ (iv); and

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

**All Programs/Curriculum:**

<b>Introduced by:</b>	<b>Mr. Egan</b>	<b>Seconded by:</b>	<b>Mr. Freda</b>
<b>Mr. Didyk</b>	<b>Aye</b>	<b>Mr. Egan</b>	<b>Aye</b>
<b>Mr. Freda</b>	<b>Aye</b>	<b>Mrs. Jandoli</b>	<b>Aye</b>

**Motion Carried**

**VII. BUSINESS OFFICE RESOLUTIONS**

1. **FINANCE**

A. **Minutes Approval**

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

B. **Bills/Claims/Payrolls**

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

April 26, 2017 – May 16, 2017	\$411,847.63
April 15, 2017	\$363,106.28
April 30, 2017	\$346,328.30

C. **Financial Report**

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

D. **Budgetary Transfer**

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

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E. Treasurer's Report

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

F. Building Use Applications

BE IT RESOLVED to approve the following Building Use Applications:

Organization or Group/Location/Purpose	Date and Time Slot
Girl Scouts Churchill Art Room Meeting	Monday, June 12, 2017 3:45 p.m. – 6:00 p.m.
Fairfield Twp. Recreation Dept. Stevenson Computer Lab Concussion Screening	Monday, June 19, 2017 4:15 p.m. – 7:00 p.m.

G. Tax Levy Payment

BE IT RESOLVED that on or about the 15<sup>th</sup> of each month, and no later than the 20<sup>th</sup> of each month beginning July 2017 through June 2018, Fairfield Township will provide a Tax Levy Payment in the amount of \$937,363.08.

H. HIB Affirmation

BE IT RESOLVED that the Board affirm the Superintendents decision on Harassment Intimidation and Bullying (HIB) Cases #14 16-17 and CH #15 16-17, first reported to the Board, in Executive Session on April 25, 2017.

I. Safety Grant

BE IT RESOLVED that the Fairfield Board of Education hereby approve submission of the grant application for the 2018 Safety Grant Program through the New Jersey Schools Insurance Group ERIC NORTH Sub Fund for the purpose described in the application (exterior building cameras), in the amount of \$3,038.00 for the period of July 1, 2017 to June 30, 2018.

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- J. BE IT RESOLVED: “to acknowledge that the School Bus Emergency Evacuation Drills for the Fairfield Schools were held in accordance with NJAC 6A:27-11.2:”

Stevenson: May 12, 2017 Time: 8:40AM

Location: Parking lot of Stevenson School

All Routes were evacuated.

Supervised by: Dr. Michael Trabucco, Principal

Churchill: May 11, 2017 Time: 8:35

Location: Parking lot of Churchill School

All Routes were evacuated.

Supervised by: Mr. Ray Santana, Principal

- K. Withdrawal and Transfer of Funds

BE IT RESOLVED that the Fairfield Board of Education hereby approve the withdrawal and transfer of funds from the Capital Reserve Account to Debt Service Fund for the purpose of paying the principal and interest for bonded project in the LRF in the amount of \$90,000 plus interest. Bond #2000504

**Business Resolution Items A, B, C, D, E, F, G, H, I, J, K:**

**Introduced by: Mr. Freda                      Seconded by: Mr. Egan**

**Mr. Didyk                      Aye                      Mr. Egan                      Aye**

**Mr. Freda                      Aye                      Mrs. Jandoli                      Aye**

**Motion Carried**

2. COMMITTEE REPORTS

There were no Committee Reports

3. OLD BUSINESS

There was no old business.

4. NEW BUSINESS

There was no new business, however, the Board Members commented that they were sorry to learn that Holly Eisenberg has decided to retire. The Board wished her the best of luck in her retirement.

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

A Fairfield resident and parent of a Fairfield School District student commented on a transportation incident that occurred on one of the bus routes.

6. NEXT MEETING:

BE IT RESOLVED that the next meeting will be held on June 13, 2017 at 7:00 PM in the Cafeteria 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. Egan      Seconded by: Mr. Freda      Voice Vote - carried

8. ADJOURNMENT:

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

Introduced by: Mr. Egan      Seconded by: Mr. Freda      Voice Vote – carried

Respectfully submitted,

Yvonne Hellwig  
School Business Administrator/  
Board Secretary