

Fairfield Board of Education  
Meeting Minutes  
Tuesday, February 13 2018 at 7:30 P.M.  
Stevenson School - Library  
15 Knoll Road, Fairfield, NJ 07004

I. 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.

<b>Introduced by: Mrs. A. Jandoli</b>		<b>Seconded by: Mr. P. Freda</b>	
<b>Mr. J. Didyk</b>	<b>Aye</b>	<b>Mr. P. Freda</b>	<b>Aye</b>
<b>Mrs. A. Jandoli</b>	<b>Aye</b>	<b>Mr. R. Lombardy</b>	<b>Aye</b>
<b>Mr. B. Egan</b>	<b>Aye</b>		

**Motion Carries**

II. OPEN MEETING –PUBLIC NOTICE OF MEETING

The Board will reconvene from Executive Session and Mr. Egan, President, will preside and voice the call to order at 7:30 p.m.

*The public meeting will be called to order at approximately 7:39 p.m., by Mr. 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.”

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

**BOARD MEMBERS PRESENT:** Mr. Jeffrey Didyk, Mr. Pat Freda, Mrs. A. Jandoli, Mr. R. Lombardy, Vice President, Mr. Brian Egan, President

**ADMINISTRATORS PRESENT:** Ms. Susan Ciccotelli, Superintendent of School  
Ms. Yvonne Hellwig, Board Secretary/School Business Administrator

**PUBLIC AND STAFF PRESENT:** Several teachers and parents

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III. PUBLIC COMMENT ON: AGENDA ITEMS ONLY

There were no public comments

IV. AUDIT PRESENTATION

Auditors from Nisivoccia, LLP presented the 2016-2017 Comprehensive Annual Financial Report and the Management Audit Report, including recommendations, in accordance to statute.

V. ENROLLMENT: February 9, 2018

Grade/School	Total Students 6/30/17	Total Students 1/12/18	Total Students 2/9/18
Preschool	41	56	56
K – Stevenson	73	84	86
1 – Stevenson	112	77	77
2 – Stevenson	82	111	109
3 – Stevenson	75	88	89
4 – Churchill	89	76	76
5 – Churchill	105	94	94
6 – Churchill	96	106	106
Total:	673	692	693
Outside #367			

VI. PERSONNEL

A. INSTRUCTIONAL

1. Retirement

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, accept the letter of retirement from Carol Janser, Vocal Music Teacher, effective July 1, 2018, last day being June 30, 2018, with regret, best wishes, and appreciation for her 34 years of service to the students of Fairfield.

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2. Change of Hours

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, increase the hours for Rebecca Smith, ESL P/T teacher to Full Time, effective February 26, 2018, through the end of the 2017-18 school year.

3. Maternity Leave Replacement Extension

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, extend Mrs. Torrioni's Maternity Leave of Absence Replacement to May 1, 2018, at the same rate of pay.

B. SUBSTITUTES

Recommended Motion: that the Fairfield Board of Education approve Mrs. Anna Karch as a Classroom Aide/Secretary substitute for the 2017-2018 school year, effective immediately. Mrs. Karch is currently a playground/cafeteria aide employee.

**Personnel Recommendations:**

**Introduced by: Mrs. A. Jandoli      Seconded by: Mr. J. Didyk**

**Mr. J. Didyk                              Aye                              Mr. P. Freda                      Aye**

**Mrs. A. Jandoli                              Aye                              Mr. R. Lombardy              Aye**

**Mr. B. Egan                              Aye**

**Motion Carries**

VII. CURRICULUM/PROGRAM

A. Semi Program Waiver

Whereas, NJAC 6A:23A-5.3(b) 1 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2018-2019 school year, and

Whereas, the Fairfield Board of Education desires to apply for this waiver due to the fact that it projects Fairfield will not meet the minimum number of Medicaid eligible classified students,

Now Therefore Be It Resolved, that the Fairfield Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools, in the County of Essex an appropriate waiver of the requirements of NJAC 6A:23A-5.3(b)1 for the 2018-2019 school year.

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**B. School Calendar Approval 2018-2019**

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the school calendar for the 2018-2019 School Year.

**C. Professional Development Workshops**

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

Staff	Workshop	Date	Registration/Lodging
S. Healy	Practical Workstations to increase Learning P-K	3/16/17	\$245
L. Fitzpatrick	What's New in Children's Books.....	2/26/18	\$259
A. Iarossi	Practical Differentiated Interventions...	3/14/18	\$249

**D. Field Trip Update**

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the addition of the Caldwell Movie Theater to our list of accepted Field Trip destinations, effective for the 2017-2018 school year.

**E. GOOD NEWS IN OUR SCHOOLS**

**Churchill School**

- Mr. Verrengia introduced fourth grade students to a new online program called ST Math. ST Math games provide rich, interactive representations of mathematical topics that align to all state standards. ST Math guides every student through a unique path of rigorous learning with the help of Jiji the Penguin. Graphically rich visual math puzzles can be used to enhance any core curriculum. Students are enjoying this program, traveling through different skills, which are represented by areas around the world with Jiji the Penguin.
- The fifth graders are doing an amazing job connecting what they learned about representations in Social Studies, Scale Models in Art and Science and applying it to transfiguration enrichment activities on Coordinate Grids in Mathematics!

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- Good citizenship has been on full display in sixth grade! When one of the students told the class that she would be moving very soon, the students rallied together to make her last days at Churchill very special. They decorated her locker, sent her kind notes, and made her a card from the grade-level. Sixth grade students recently finished reading "Wonder" by R.J. Palacio. Throughout the course of the unit, they read and analyzed the story, participated in discussions, and created a final "Book in a Bottle" project.
- The NJEA Review asked, "Are your students college - ready?" NJEA and Rutgers Athletics are encouraging elementary school students to think about college and careers early. Mrs. Hessenius and Mrs. Mayer submitted an entry with the details of what they had planned for Career Day. One school in NJ was chosen as the winner and it was Churchill School! Churchill students enjoyed a pep rally on February 2, with Rutgers student-athletes and the Scarlet Knight mascot. Rutgers also gave us 50 tickets to a Rutgers basketball game, which will be raffled off to students.
- The Churchill and Stevenson Art Clubs have been busy at work! Third grade students at Stevenson are busy painting a mural on the walls of the second grade hallway. They are also creating a large paper mural based on a painting done by Henri Matisse. Meanwhile, the students at Churchill have been busy beautifying their school as well. Sixth graders are painting a large mural on the hallway wall on the way to our main gymnasium; and some other artists are creating "mini-murals" with positive messages throughout the sixth grade wing. In addition, the fourth and fifth grade Art Club members are painting ceiling tiles with positive messages that will adorn the main entrance of Churchill School. All murals should be available to view in the upcoming weeks. We look forward to our school community enjoying our efforts to make both schools bright, cheerful, and pretty places to learn!
- The staff and students of Churchill School participated in "TEACHER-FOR-A DAY" on Thursday, February 1. Students had the opportunity to "become the teacher" and worked cooperatively with staff members to create a productive and exciting day. It was a wonderful experience for everyone involved. The Student Council would like to thank the staff and students who participated this year.

### Stevenson School

- Kindergarten participated in Valentines for Veterans. The students made Valentines to be distributed at the VA hospitals in New Jersey. They loved it!!
- The new science program is still a favorite among the first graders. They enjoyed exploring how sound waves travel using cup and string telephones. They have also completed a gingerbread narrative with a personal twist.

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- Second grade is researching and presenting reports on famous African Americans. They will be writing an opinion piece based on the most influential African American in the United States. The students have been studying George Washington Carver, MLK Jr., and Ruby Bridges. They will wrap up the unit by watching the story of Ruby Bridges. They have been observing plants in Science and continue to work on their first Research Simulation Task (RST) on National Parks and wrapping up an informational text on Theodore Roosevelt.
- The pace of instruction is really picking up in third grade! Students have been busy writing Literary Analysis Tasks in Language Arts, reading a handful of informational articles, working in groups to study maps and weather, and have been excelling in learning new math strategies. Although students have been busy, there is always time for them to reach out to their community. With Valentine’s Day right around the corner, the students took to their creative sides and made beautiful Valentine’s Day cards for our Veterans. In third grade, they understand the sacrifices that have been made by our military men and women and there was nothing but smiles when we had some time to honor our heroes! Happy Valentine’s Day to our Vets!
- 3<sup>rd</sup> grade H.E.P. students are honing their math skills by playing "Challenge 24". This enables students to use the order of operations to find a solution of 24. Students have been working hard to master the game!
- The student council raised just over \$6,000 for St. Jude's with the St. Jude's Math-a-Thon. Stevenson School students were asked to join the fundraiser and complete math problems to raise money. There were 37 participants from PreK through Grade 3.

**Curriculum/Program Recommendations:**

**Introduced by: Mr. B. Egan      Seconded by: Mr. R. Lombardy**  
**Mr. J. Didyk                      Aye                                      Mr. P. Freda                      Aye**  
**Mrs. A. Jandoli                  Aye                                      Mr. R. Lombardy              Aye**  
**Mr. B. Egan                      Aye**

**Motion Carries**

**VIII. POLICY**

**A. Second Reading Approval**

**Recommended Motion:** that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve the second reading and approval of the following policies and regulations which are new or have been updated in accordance with requirements of the NJ Department of Education. These policies have been reviewed by the Policy Committee.

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P 0169/02	Board Member Use of Social Networks	New
P 3437 & 4437	Military Leave	Revised
P5516.01	Student Tracking Devices	New
R7101	Educational Adequacy of Capital Projects	Revised
P7425	Lead Testing of Water in Schools	New
P&R 7440	School District Security (M)	Revised
P&R 7441	Elec. Surveillance in School Buildings & on School Grounds (M)	Revised
P & R 8630	Bus Driver/ Aide Resp. /Emg.Procedures(M)	Revised
P 9242	Use of Electronic Signatures (M)	New

**B. First Reading**

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve the first reading of Policy # 6620, Petty Cash, which has been revised. This policy has been reviewed by the Policy Committee.

**Policy Recommendations:**

**Introduced by: Mr. J. Didyk      Seconded by: Mrs. A. Jandoli**

**Mr. J. Didyk                      Aye                                      Mr. P. Freda                      Aye**

**Mrs. A. Jandoli                  Aye                                      Mr. R. Lombardy                Aye**

**Mr. B. Egan                      Aye**

**Motion Carries**

**IX. FINANCE**

**A. BE IT RESOLVED** that the minutes from the Public and Executive Sessions, held on January 16, 2018, be approved.

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

<b>Bills and Claims</b>	<b>Amount</b>
Bills List	\$310,839.91
December 15, 2017 Payroll	\$341,914.08
December 31, 2017 Payroll	\$428,873.76

**C. BE IT RESOLVED** to approve and accept the Board Secretary’s Financial Report for the months of November and December, 2017.

**D. BE IT RESOLVED** to approve the budgetary transfers for the month of January 2018.

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E. **BE IT RESOLVED** to approve and accept the Treasurer’s Report for the months of November and December 2017.

F. **BE IT RESOLVED** to approve the following Building Use applications:

Organizations or Group Locations/Purpose	Date and Time Slot
Hustle Baseball Academy Stevenson Baseball Field for team practice	April 1 – June 30, 2018 5:30PM – 7:30PM, Monday - Thursday

G. **BE IT RESOLVED** that the Fairfield Board of Education accept the full presentation of the 2016-2017 CAFR, Audit Report, and recommendations as submitted by the auditing firm Nisivoccia, LLP, in accordance with statutory deadlines.

H. **BE IT RESOLVED** that the Fairfield Board of Education approve the submission of the December Board Secretary’s Report and Treasurer’s Report to the County Office by March 1, 2018 per N.J.S.A. 18A:17-9 and 18A:17-36.

I. **BE IT RESOLVED** that the Fairfield Board of Education recind Finance Item # 24 of the January 9, 2018 Re-Organization Minutes approved as follows:

- Teachers Sub Certified Only (7hrs/day):
  - \$90.00 from Day 1 to 25
  - \$95.00 on 26<sup>th</sup> day thereafter
- Certified Sub Teachers (7hrs/day): \$100 per day
- Long-Term Sub Teachers: \$200.00 per day beginning on 26<sup>th</sup> Consecutive Day
- Nurses:
  - \$90.00 from Day 1 to 25
  - \$200.00 on 26<sup>th</sup> day thereafter
- Secretaries: \$12.00 per hour
- All Aides: \$10.50 per hour from day 1 – 25,  
then \$15.00 per hour for consecutive days after that
- Custodial Summer Help: \$8.60 per hour

**BE IT FURTHER RESOLVED** to confirm the rates of pay for the following Substitute Services until the next Re-organization Meeting:

- Teachers Sub Certified Only (7hrs/day):
  - \$90.00 from Day 1 to 25
  - \$95.00 on 26<sup>th</sup> day thereafter
- Certified Sub Teachers (7hrs/day): \$100 per day
- Long-Term Sub Teachers: \$200.00 per day beginning on 26<sup>th</sup> Consecutive Day
- Nurses: \$90.00 from Day 1 to 25

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\$200.00 on 26<sup>th</sup> day and thereafter  
Secretaries: \$12.00 per hour  
All Aides: \$10.50 per hour  
Custodian Substitutes: \$13.00 per hour for non-consecutive days  
\$15.00 per hour upon reaching the twenty-first consecutive day. Once  
consecutive days work period ends, hourly rate returns to \$13.00 per hour  
Custodial Summer Help: \$8.60 per hour

Routine and Recurring Monthly Business Items A-I

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

**Mr. J. Didyk                      Aye                                      Mr. P. Freda                      Aye**

**Mrs. A. Jandoli                  Aye                                      Mr. R. Lombardy                Aye**

**Mr. B. Egan                      Aye**

**Motion Carries**

**X.      OLD BUSINESS**

Mr. Freda expressed congratulations to Mrs. Janser, Music Vocals Teacher, for her 34 years of service to the District.

**XI.     NEW BUSINESS**

There was no new business discussed.

**XII.    COMMITTEE REPORTS**

Mr. Egan reported that the Buildings & Grounds Committee met on February 13, 2018 to continue discussions on the Feasibility Study and the proposal submitted by EI Associates.

**XIII.   PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY**

A member of the public asked a question regarding the purchase of univents for the classrooms.

**XIV.   NEXT MEETING**

March 13, 2018, at 7:30 PM in the Library at Stevenson School.

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**XV. 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.

<b>Introduced by: Mr. R. Lombardy</b>	<b>Seconded by: Mrs. A. Jandoli</b>
<b>Mr. J. Didyk           Aye</b>	<b>Mr. P. Freda           Aye</b>
<b>Mrs. A. Jandoli       Aye</b>	<b>Mr. R. Lombardy   Aye</b>
<b>Mr. B. Egan           Aye</b>	

**Motion Carries**

**XVI. ADJOURNMENT 8:26PM**

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

Introduced by: Mrs. A. Jandoli           Seconded by: Mr. J. Didyk  
Voice Call: Ayes