

Fairfield Board of Education
Meeting Agenda
Tuesday, September 24, 2019 at 8:00 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.

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

II. OPEN MEETING –PUBLIC NOTICE OF MEETING

The Board will reconvene from Executive Session and Mr. Freda, President, will preside and voice the call to order at 8:00 p.m. 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.

ROLL CALL:

Mr. Brian Egan; Mrs. Andrea Jandoli; Dr. Mike Sapienza;
Mr. Jeffrey Didyk, Vice President; Mr. Pat Freda, President;
Ms. Susan Ciccotelli, Superintendent of Schools; and
Ms. Lyanna Rios, Business Administrator/Board Secretary

III. PUBLIC COMMENT ON: *AGENDA ITEMS ONLY*

Guidelines in Accordance with Policy #0164:

1. *This is not a question and answer session, but an opportunity to hear comments from the public, directed to the Fairfield Board of Education President.*
2. *Each person who wishes to make a statement must state their name & address to Ms. Lyanna Rios.*
3. *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.*
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.*

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IV. BOARD OF EDUCATION AND DISTRICT GOALS

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following Board and District Goals for the years 2019-2021:

Board of Education Goals

- Create and implement a community relations program in an effort to discuss facility needs for a referendum.
- Implement an action plan for any potential outcome of the referendum vote.
- Actively plan for growth and investigate sources for funding.
- To assist in the efforts in ensuring an audit clear without recommendations.
- Participate in professional development to improve best practices in school board governance.

District Goals

- Investigate and prepare a plan for a potential increase in student enrollment.
- Improve Student Achievement by actively engaging students in their learning and build students' ability to think critically to problem solve and create independently.
- Improve mental health supports for students by expanding the Social Emotional Learning and Mental Health program.
- Foster positive and collaborative relationships with all staff to maintain effective communication by soliciting regular feedback from employee groups.
- Continue to strengthen our relationship with the Town, and promote opportunities for cost-sharing and coordination of services.

V. ENROLLMENT: September 17, 2019

Grade/School	Total Students 8/23/19	Total Students 9/20/2019	
Preschool	32	35	+3
S.E. Home Program	1	1	0
K – Stevenson	98	98	0
1 – Stevenson	92	92	0
2 – Stevenson	88	89	+1
3 – Stevenson	83	81	-2
4 – Churchill	113	113	0
5 – Churchill	92	95	+3
6 – Churchill	82	81	-1
Total:	681	684	+3

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VI. PERSONNEL

A. Instructional

a. Advisor Approvals 2019-2020

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following club advisors for the 2019-2020 school year at the stipend per contract, for a minimum of 15 sessions per year. Split positions will divide stipend evenly.

Club	Churchill	Stevenson
Art Club/Mural (2 per school)	Farrell, T. Maynard, T.	Farrell, T. Booth, J.
Coding/Computer Technology (1@C)	Verrengia, J.	N/A
Communications Media/Facebook (1@C, 2@S)	Verrengia, J.	Goldsmith, A. Messina, N.
Drama Director (1@C)	Santalla, E.Co-A Guerriero, A.Co-A	N/A
Drama Music Director (1@C)	Boomer, G.	N/A
Garden (1@C)	Chavkin, J.	N/A
Homework K-3 (4@S) Homework 4-6 (2@C)	Colon, D. MacIntosh, L.	Mayer, V. Barra, L. Lizza, D. Fasulo, A.
Jazz Café (1@C)	Cardillo, M.	N/A
Student Council (1 per school)	MacIntosh, L.	Sarna, J. Co-A Zincione, M. Co-A
Writing (1@C)	Rhodes, J.	N/A
Yearbook (1@C)	Malinowski, D.	N/A

b. Detention Supervisor

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Michael Cardillo as Detention Supervisor, effective for the 2019-2020 school year, at the hourly rate for student contact, per contract, on an as needed basis.

c. Home Instructors

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Lisa MacIntosh, Joanne Rhodes, Danielle Malinowski, and Jaime Chavkin as home instructors, effective for the 2019-2020 school year, at the hourly rate for student contact, per contract, on an as needed basis.

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d. Disability Leave of Absence

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves employee #100815 for a period of disability leave from September 3, 2019 through October 15, 2019, without pay, return pending doctor's approval.

B. Non-Instructional

1. Resignation

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, accepts the letter of resignation from Lauren Nolan, paraprofessional, effective September 27, 2019 with regrets, best wishes, and appreciation for her service to the students of Fairfield.

2. Hourly Rate Correction

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Nancy Amoresano and JoLynn Matos an hourly rate correction from \$15.00 to \$15.48 per hour for the 2019-2020 school year, as per contract.

3. Job Description Approvals

Attachment A1 & A2

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves the following revised job descriptions, effective for the 2019-2020 school year:

- Payroll and Stevenson Transportation Clerk
- Accounts Payable and Churchill Transportation Clerk

C. Administration

Contract Approval

BE IT RESOLVED that the Fairfield Board of Education approves the employment contract for Susan Ciccotelli, Superintendent of Schools, from July 19, 2019 through June 30, 2024, as approved by the Essex County Superintendent of Schools.

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D. Substitutes

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves Louise DeMichele and Nicole Sudol as fully qualified Teacher/Aide substitutes, effective for the 2019-2020 school year, pending receipt of all required documentation.

Personnel Recommendations:

Introduced by: Seconded by: Roll Call

VII. CURRICULUM/PROGRAM

A. Workshop Approvals

BE IT RESOLVED that the Fairfield Board of Education, upon the recommendation of the Superintendent, approves attendance at the following workshops and also approves the reimbursement of registration and/or mileage, expenses, which are to be reimbursed pending completion of the workshops and submission of the travel reports. *Lodging and meals included, if applicable.

Attendee	Workshop	Date	Cost*
Singh, J.	CBT Training and Certif.	Online	\$399.99 IDEA
Chavkin, J.	CMP 3 – Year 2	11/4/2019	\$160 IDEA
Messina, N.	Dyslexia Workshop	1/9/2020	\$279 IDEA
Fazzini, A.	Speech Language Conf.	12/5 & 12/6/2019	\$479 IDEA
Messina, N..	Wilson Level 1	9/24 & 9/26/2019	\$2,600 IDEA
Dewland, M.	CMP 3 – Year 2	11/4/2019	\$160
Santana, R.	NJ PSA/FEA Fall Conf.	10/17/2019	\$292
Verrengia J.	NJSLS Ratio/proportions	10/23/19	\$160
Porcino, J. Rios, L. Ciccotelli, S. Jandoli, A. Freda, P.	NJ School Boards Convention Atlantic City	10/21-24, 2019	\$550 per Attendee
Gualtieri, D.	NJ Science Convention	10/22/2019	\$180

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B. Good News

Churchill School

- Fourth grade students have made a smooth transition to Churchill School. During the first few days, they have become familiar with the procedures and expectations. "Back to School Night" was a very positive experience. Many parents left that evening feeling confident that this school year is going to be very successful. The fourth grade students have started using the new math program to enhance their educational experiences. All of the fourth grade teachers are excited to start a new school year and are looking forward to having another great learning and teaching experience at Churchill Elementary School.
- Fifth grade students are adjusting easily to the 6-day rotation schedule. They love having consistent specials with a variety of students from different classes.
- Sixth grade students have acclimated to our new schedule. Their parents got a true idea of what it takes to follow the schedule on Back to School Night. They were quite impressed by what their children do each day.
- Students in STEAM classes, grades 4 through 6, have begun learning about what is involved in Engineering, such as the Engineer Design Loop, Patents, Copyrights and creating their very own newspaper shoes. Students in Churchill School have built, designed and are show casing their products in Google Suite. They are having fun while using all curricula areas; and they are doing an AMAZING job!!

Stevenson School

- Students in kindergarten are off to a great start. They are making new friends and learning classroom routines. They have enjoyed reading a variety of books and have started learning numbers and lowercase letters. Students had a terrific time drinking iced tea and eating cookies at Tiger's Tea Party, where they dressed up in fancy clothes to celebrate learning our first letter, T, and its sound.
- Our first grade students have begun learning their new first grade routines, which teach independence. The students are also enjoying playing on the big playground during recess and getting to move their bodies during zero period. If you look in the hallways by the first grade classrooms, you will see all their smiling faces in projects they created for Back to School Night.

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- Second Grade has been very busy! Students are learning their new routines within the classroom, as well as the rotating schedule. In order to get to know each other better, students created a collage all about themselves. Many included individual and family pictures, as well as their hobbies and favorite people, places and things. We have enjoyed learning about one another!
- Third graders are excited to be back. Throughout the first couple of weeks of school, students met their new teachers, learned brand new routines, started a new math program, and began reading The Miraculous Journey of Edward Tulane. Third grade students learned about the heroes of 9/11 and wrote letters to thank the heroes for their service on that day and all other days. Third graders understand that some jobs require workers to put their lives on the line for the safety and protection of civilians. The third graders are thrilled for the year to come!

Curriculum/Program Recommendations:

Introduced by: Secoded by: Roll Call

VIII. BUSINESS/FINANCE OFFICE RESOLUTIONS

A. Minutes Approval

Attachment B

BE IT RESOLVED that the Fairfield Board of Education approves the attached minutes from the August 27, 2019 Public & Executive Sessions.

B. Bills/Claims/Payrolls

Attachment C

BE IT RESOLVED that the Fairfield Board of Education approves the following Bills and Claims List, and Payroll:

Bills and Claims List	\$372,481.10
August 30, 2019 Payroll	\$68,671.98
September 6, 2019 Payroll	\$365,575.55

C. Secretary/Treasurer Report

BE IT RESOLVED that the Fairfield Board of Education acknowledges and accepts the report of the Board Secretary and Treasurer of School Monies for the period of August 1, 2019 through August 31, 2019.

I hereby certify that for the period of August 2019 no budgetary line item account has been over expended in violation of N.J.A.C. 6A:23-16.10(a).

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Lyanna Rios
Business Administrator/Board Secretary

Pursuant to N.J.A.C. 6A:23A-16.10(c)(4), the Fairfield Board of Education hereby certifies that as of August 31, 2019 after review of the Secretary’s monthly financial report for August 2019 (appropriations section), and upon consultation with the appropriate district officials, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(a) and those sufficient funds are available to meet the district’s financial obligations.

D. Building Use Applications

BE IT RESOLVED that the Fairfield Board of Education approves the following building use applications:

Organization Group/Location/Purpose	Date and Time Slot
Fairfield Recreation: Churchill Small Gym for Cheer Practice	Wednesdays, Sept 11 - Nov 13, 2019 3:30 pm - 4:30 pm
Fairfield Recreation: Churchill Small Gym for Cheer Practice	Thursdays, Sept 19 - Nov 14, 2019 3:30 pm - 5:00 pm
Fairfield Recreation: Stevenson Gym for Cheer Practice	Wednesdays, Sept 18 - Oct 30, 2019 3:30 pm - 4:30 pm
Hustle Baseball Academy: Stevenson Baseball Field 60/90 for Baseball Practice	Mon - Thurs, Sept 3 - Oct 10, 2019 5:30 pm - 7:00 pm

E. Gift to the District

BE IT RESOLVED that the Fairfield Board of Education appreciatively accepts the gift of 408, 27 oz. Flip Top Foldable Water Bottles with Carabiner from Robert Kelly with Kyocera Document Solutions America, Inc. in Fairfield, New Jersey and Corporate Imaging Concepts, LLC in Northbrook, Illinois.

F. Tiny Treasures 2019-2020 Lease Agreement

Attachment D

BE IT RESOLVED that the Fairfield Board of Education approves the attached lease agreement with Tiny Treasures Extended School Day for the 2019-2020 school year.

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G. Bus Emergency Drills

BE IT RESOLVED that the listed School Bus Emergency Evacuation Drills for the Fairfield Schools were held in accordance with N.J.A.C. 6a:27-11.2:

- Stevenson School held their drill on September 13, 2019 for routes 1-7 in the front of the school at 8:40 AM. All routes were evacuated and supervised by Dr. Trabucco.
- Churchill School held their drill on September 16, 2019 for routes 8-13 at the bus drop off in front of the school at 8:25 AM. All routes were evacuated and supervised by Mr. Santana.

Business/Finance Office Resolutions Items A-G

Introduced by:

Seconded by:

Roll Call

IX. OLD BUSINESS

X. NEW BUSINESS

XI. COMMITTEE REPORTS

XII. PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY

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XIII. NEXT MEETING

BE IT RESOLVED that the next meeting will be held on October 22, 2019 at 7:30 PM in the Stevenson School Library.

XIV. ADJOURNMENT

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

Introduced by:

Seconded by:

Roll Call