

Fairfield Board Of Education  
Meeting Minutes  
 Tuesday, August 23, 2016 – 7:00 PM  
 Stevenson School - Library  
 15 Knoll Road, Fairfield, NJ 07004

*The meeting was called to order at approximately 7:10 p.m., by Mr. Pasquale Freda, 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. Brian Egan, Mrs. Andrea Jandoli, Mr. Robert Lombardy and Mr. Pasquale Freda, President.

**BOARD MEMBERS ABSENT:** Mrs. Stacy Aschenbach,

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

**PUBLIC & STAFF PRESENT:** 2 Members of the Public and 2 Staff Members

*The Pledge of Allegiance was then held.*

**PUBLIC COMMENTS: AGENDA ITEMS ONLY**

There were no public comments.

**I. ENROLLMENT: Comparison June 30, 2016 to August 16, 2016**

Grade/School	Total Students 6/30/16 (Spec. Ed. Incl.)	Total Students 8/18/16 (Spec. Ed. Incl.)
Preschool D & I & MD	32	17 S.E., 22 PI*
K – Stevenson	104	70
1 – Stevenson	77	108
2 – Stevenson	70	81
3 – Stevenson	87	73
4 – Churchill	97	88
5 – Churchill	91	103
6 – Churchill	100	93
<b>Total:</b>	<b>658</b>	<b>655</b>
<b>Out of District 5</b>	<b>#342, #366, #367, #412, #414</b> <b>*PI is non-classified count</b>	

II. PERSONNEL

BOARD ACTION

A. NON-INSTRUCTIONAL

1. Instructional Aide

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, employ the following, as Instructional Aides not to exceed 29 hours per week, effective for the 2016-2017 school year, pending receipt of all required documentation, including Criminal History approval.

- Alexa Perillo @ \$15.00 per hour
- Toni DeLade @ \$13.00 per hour (**Ms. DeLade withdrew her candidacy**)
- Robert Giglio @ \$17.00 per hour

2. Resignation: Aides (2)

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, accept the letters of resignation from Stephanie Finetti, Instructional Aide, effective for September 1, 2016, and Casilda Ebanks effective August 12, 2016 with regrets, best wishes, and appreciation for their dedication to the students of Fairfield.

3. Superintendent's Qualitative and Quantitative Merit Goals for 2016-2017

Recommended Motion: that the Board of Education approve the Superintendent's Quantitative and Qualitative Merit Goals for the 2016-2017 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 Goals:

- Review and revise the Substitute Handbook for 100% of substitute Staff.
- Enhance and improve communication skills through attendance at a minimum of two public speaking courses, focusing on communication, presentation, and public speaking skills.
- Successfully implement the 1:1 Sixth Grade student Chromebook initiative.

Qualitative Goals:

- Participate in Consortium Administrative Book Club to discuss and support topics related to District and Leadership Goals.
- Explore the viability of Consortium Wide Special Education Programs to support current student needs and goals.

Introduced by: Mrs. Jandoli  
Mr. Egan: Aye  
Mrs. Jandoli: Aye

Seconded by: Mr. Freda  
Mr. Freda: Aye  
Mr. Lombardy: Aye

**III. SUBSTITUTES**

A. NEW SUBSTITUTE APPOINTMENTS FOR 2016-2017

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, employ the following fully qualified teacher, substitute, for the 2016-2017 school year, pending receipt of all required documentation.

- Shannon Tamburri Stevenson School Standard Elementary Teacher
- Janice Forman District Standard Elementary Teacher/Aide

B. SUBSTITUTE RE-APPOINTMENTS FOR 2016-2017

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 2016-2017 school year. All documentation is on file.

<b>Substitutes</b>	<b>Position (s)</b>	<b>Substitutes</b>	<b>Position (s)</b>
Aversa, Nicola	Teacher, Aide	Kowalski, Chris	Teacher
Bastante, AnnMarie	Teacher, Aide	Lazar, Karen	Teacher, Aide
Beardsley, Catherine	Teacher, Aide, Sec.	Lepinsky, Rosalie	Teacher, Aide
Bertoldi, Marissa	Aide	Lindberg, Maryann	Teacher, Aide, Sec.
Bonapace, Ingrid	Teacher, Aide	Lotrecchiano, Melissa	Teacher, Aide
Byk, Maureen	Teacher, Aide	Marino, Joanne	Teacher
Calabrese, David	Teacher, Aide	Martin, Erica	Teacher
Capalbo, Lisa	Aide, Secretary	Mauriello, Michell	Teacher, Sec.
Cimera, Anita	Teacher	Mol, Alyssa	Teacher, Aide
Coppola, Mary Lyn	Teacher, Aide	Petrozza-Butler, Carmel	Aide
Demerdjian, Cristina	Teacher, Aide, Sec.	Picardo, Jane	Teacher
Dias, Judith	Teacher, Aide	Pignataro, Dennis	Teacher
Foti, Mary Jo.	Teacher, Aide	Potenza, Gloria	Teacher
Garufi, Linda	Aide	Roselle, Paula	Teacher
Gebbia, Janine	Teacher, Aide	Stagnitto, Marisol	Teacher, Aide, Sec.
Gehm, Joy	Teacher	Tahawi, Buthaina	Teacher
Giron, Hector	Teacher, Aide	Torrioni, Sandee	Teacher, Aide, Sec.
Golioto, Agnieszka	Teacher, Aide	VanZevenbergen, Joyce	Teacher
Greenberg, Max	Teacher, Aide	Wong, Katherine	Teacher, Aide
Iandolo, Alexa	Teacher, Aide, Sec.	Zincone, Megan	Teacher, Aide

Introduced by: Mrs. Jandoli  
 Mr. Egan: Aye  
 Mrs. Jandoli: Aye

Seconded by: Mr. Freda  
 Mr. Freda: Aye  
 Mr. Lombardy: Aye

IV. SUPERINTENDENT'S ADDENDUM TO AGENDA

I. PERSONNEL

BOARD ACTION

A. INSTRUCTIONAL

Family Leave of Absence

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve a Family Leave of Absence for Caroline Vince-Cruz from September 1, 2016 through September 30, 2016, without pay, with continuation of benefits, pending receipt of medical certification and additional verification. Ms. Vince-Cruz will return on October 3, 2016.

B. NON-INSTRUCTIONAL

1. Resignations

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, accept the following letters of resignations from Instructional Aides, with regrets, best wishes, and appreciation for their service to the students of Fairfield.

- Michelle Centrowitz                      Effective August 19, 2016

2. Employment

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, employ the following Instructional Aides not to exceed 29 hours per week, effective for the 2016-2017 school year, pending receipt of all required documentation, including Criminal History approval.

- Andreian Diaz                      \$17.00 per hour
- Katherine Wong                      \$15.00 per hour

C. SUBSTITUTES

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the following fully qualified substitutes, effective for the 2016-2017 school year, pending completion of all paperwork, including criminal history review

- Deneen Matus                      Aide
- Halli Goldsmith                      Teacher/Aide
- Dana Marie Gencarelli              Teacher

Introduced by: Mrs. Jandoli  
Mr. Egan:      Aye  
Mrs. Jandoli: Aye

Seconded by: Mr. Freda  
Mr. Freda:      Aye  
Mr. Lombardy: Aye

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**V. CURRICULUM AND PROGRAM**

A. DISTRICT MENTORING PLAN: STATEMENT OF ASSURANCE

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve submission of the 2016-2017 District Professional Development Plan and Mentoring Plan Statement of Assurance to the County Superintendent of Schools.

B. WORKSHOP APPROVALS

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.

Staff	Workshop	Date	Place	Registration
Bus. Adm. Spv. B&G Superintendent Board Members	NJSBA Convention	10/25-27, 2016	Atlantic City	\$1,400 total group registration/Lodging not to exceed NJMOB rates

Introduced by: Mr. Egan      Seconded by: Mr. Lombardy  
 Mr. Egan: Aye                      Mr. Freda: Aye  
 Mrs. Jandoli: Aye                      Mr. Lombardy: Aye

**VI. FINANCE**

Routine and Recurring Monthly Business Items A through D

A. BE IT RESOLVED that the following minutes be approved:

August 2, 2016                      Public and Executive Sessions

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

B&C List:	August 3 – August 22, 2016	\$ 2,462.45
B&C List:	August 23, 2016	\$ 399,740.03
Payroll:	August 15, 2016	\$ 85,884.86

C. BE IT RESOLVED to approve and accept the budgetary transfer report for the month of July 2016.

D. BE IT RESOLVED to approve the following Building Use Application:

Red Cross Group Meeting	August 24, 2016 (Wednesday)
Parking Lot	Parking overflow by participants
Winston Churchill School	9:00am - Noon

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Introduced by: Mr. Lombardy  
Mr. Egan: Aye  
Mrs. Jandoli: Aye

Seconded by: Mrs. Jandoli  
Mr. Freda: Aye  
Mr. Lombardy: Aye

**VII. RECOMMENDATIONS**

- A. Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, pursuant to N.J.S.A. 18A:19-13 and Board Policy # 6620, establish Impress Funds for the 2016-17 school year in the following amounts under the direction of the following administrators for each location listed:
- |                                |          |
|--------------------------------|----------|
| Stevenson School Principal     | \$ 300   |
| Churchill School Principal     | \$ 300   |
| Superintendent of Schools      | \$ 300   |
| Business Admin/Board Secretary | \$ 300   |
| TOTAL                          | \$ 1,200 |
- B. Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve a contract with Tiny Treasures Extended School Day, Inc., 233 Horseneck Road, Fairfield, NJ for use of the cafeteria area; playground area or other designated area located at the Adlai E. Stevenson School effective September 2016 thru June 2017 for the purpose of before and after child care.
- C. Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve the purchase of 2017 Ford F350 Pickup truck for \$40,801, (State Contract A88758, T2101)
- D. Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve the renewal of our continued Participation in a Joint Transportation Agreement with the Sussex County Regional Transportation Cooperative for the coordination of transportation during the 2016-17 school year.
- E. Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve the disposal of the following obsolete and non-functioning equipment: three (3) floor scrubbing machines and one (1) tractor currently located at the Churchill School.
- F. Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, and pursuant to N.J.S.A. 18A:7G-4(a), approve the submission of an Amendment to the Long Range Facilities Plan as required by NJDOE-School Facilities as part of the Application for the Building Variance previously submitted.
- G. Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve a contract with Essex Regional Educational Services Commission for Licensing and Maintenance fee for 2016-17 school year in the amount of \$2,000 for Educational Data bid specification and interactive software

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Introduced by: Mrs. Jandoli      Seconded by: Mr. Freda  
Mr. Egan: Aye                      Mr. Freda: Aye  
Mrs. Jandoli: Aye                 Mr. Lombardy: Aye

**VIII. NEW BUSINESS**

Correspondence: Ms. Hellwig shared that the Business Office received a copy of a cook book prepared by Mrs. Chafkin and the 2016 Extended School Year students at the Stevenson School entitled "Cooking With Garden Produce". The students grew the produce and prepared delicious meals for staff members.

**IX. PUBLIC COMMENT: *NON-AGENDA ITEMS ONLY***

There were no public comments.

**X. NEXT MEETING:**

Tuesday September 20, 2016 at 7:00 PM in the Library of Stevenson School.

**XII. ADJOURNMENT 8:38PM:**

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

Introduced by: Mr. Egan      Seconded by: Mr. Lombardy      Voice Vote: All Ayes

Respectfully Submitted,

Ms. Yvonne Hellwig  
School Business Administrator/  
Board Secretary