

Fairfield Board of Education  
**Meeting Minutes**  
 Tuesday, December 13, 2016 – 7:00 PM  
 Stevenson School - Library  
 15 Knoll Road, Fairfield, NJ 07004

*The meeting was called to order at 7:05 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:** Mrs. Stacy Aschenbach (7:28PM), Mr. Brian Egan, Mr. Robert Lombardy and Mrs. Andrea Jandoli, Vice President and Mr. Pasquale Freda, President

**BOARD MEMBERS ABSENT:** None

**ADMINISTRATORS PRESENT:** Ms. Susan Ciccotelli, Superintendent of Schools, and Ms. Yvonne Hellwig, Business Administrator

**PUBLIC & STAFF PRESENT:** Contingent of staff members and parents

**PUBLIC COMMENTS: AGENDA ITEMS ONLY**

None

**I. ENROLLMENT: December 9, 2016**

Grade/School	Total Students 6/2/16 (Spec. Ed. Incl.)	Total Students 12/9/16 (Spec. Ed. Incl.)
Special Ed. Self-Contained	32	37
K – Stevenson	104	71
1 – Stevenson	77	110
2 – Stevenson	70	82
3 – Stevenson	87	73
4 – Churchill	97	89
5 – Churchill	91	102
6 – Churchill	100	95
Total:	658	659
Out of District 4	#342, #366, #367, #412	

II. PERSONNEL

A. INSTRUCTIONAL

Resignation:

**Be It Resolved**, that the Board of Education, upon the recommendation of the Superintendent, accept the letter of resignation from Dr. Lorry Booth, stating November 29, 2016 as the notification date, with regrets, best wishes, and appreciation for over 9 years of service and dedication to the students of Fairfield. Dr. Booth's approximate release date is January 30, 2017.

B. NON-INSTRUCTIONAL

1. Part-Time Substitute Security Officer

**Be It Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve Doug Miller as a part-time substitute security officer for 2 days per week @ 7 hours per day, at a rate of \$20.00 per hour, effective approximately January 2, 2017. In addition, approve in a substitute capacity to work additional hours as needed, not to exceed a total of 28 hours per week. All required documentation is on file.

2. Resignation

**Be It Resolved**, that the Board of Education, upon the recommendation of the Superintendent, to accept the letter of resignation, dated December 4, 2016, from Robert Ripp, Instructional Aide, effective December 31, 2016, with regrets, best wishes, and appreciation for his dedication to the students of Fairfield.

C. SUBSTITUTES

1) **Be It Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve Patricia Toscano as a fully qualified Teacher Substitute in the Fairfield School District, effective pending completion of all paperwork, including criminal history review. Ms. Toscano holds a standard teaching certificate.

2) SUBSTITUTE APPROVAL

**Be It Resolved**, that the Board of Education, upon the recommendation of the Superintendent, approve the following fully-qualified substitute for the 2016-2017 school year, pending receipt of all required documentation, including criminal history review.

**FAIRFIELD BOARD OF EDUCATION: PAGE 3 AGENDA DECEMBER 13, 2016**

- Demetria DeVincenzo County Teacher/Aide

**All Personnel Items**

**Introduced by:** Mrs. Jandoli **Seconded by:** Mr. Freda  
**Ms. Aschenbach** Aye **Mr. Egan** Aye  
**Mr. Lombardy** Aye **Ms. Jandoli** Aye  
**Mr. Freda** Aye  
**Motion Carries**

**III. POLICY**

A. Second Reading and Adoption of Policies and Regulations

**Be It Resolved,** that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve the second reading and adoption of the following policies and regulations.

P2415.30	Title I – Ed. Stability for Children in Foster Care	New
P 3141	Resignation	Revised
P&R 3144	Certification of Tenure Charges	Revised

**All Policy Items:**

**Introduced by:** Mrs. Jandoli **Seconded by:** Mr. Lombardy  
**Ms. Aschenbach** Aye **Mr. Egan** Aye  
**Mr. Lombardy** Aye **Ms. Jandoli** Aye  
**Mr. Freda** Aye  
**Motion Carries**

**IV. PROGRAM/CURRICULUM**

A. JOB DESCRIPTION APPROVAL: DATA ANALYSIS COORDINATOR/MATHEMATICS COACH

**Be It Resolved,** that the Board of Education, upon the recommendation of the Superintendent, approve the revision of the Testing Coordinator job description to include provisions for a Mathematics Coach to be titled: Data Analysis Coordinator/Mathematics Coach.

B. HIGHLIGHTS OF GOOD NEWS IN OUR SCHOOLS:

## FAIRFIELD BOARD OF EDUCATION: PAGE 4 AGENDA DECEMBER 13, 2016

### Stevenson School

- The kindergarten students enjoyed listening to and discussing different versions of the story, *The Gingerbread Man*. The children have been involved in a variety of related activities. Each child worked with their family to create their own gingerbread person. Students had fun sharing their creations with classmates.
- The first graders have been learning about opinion writing, using the five senses. Students wrote about their favorite season and why they chose that season. The first graders also learned about adjectives and descriptive language using the book *Fancy Nancy*.
- Second Grade celebrated Thanksgiving by making character trait cornucopias. In math they made name collection boxes from turkeys. They finished module 1 in Ready Gen and began module 2. They have begun "Show don't Tell" in writing. The children have been having fun acting out each emotion and writing about a time they've experienced it. They will be displayed in the green hallway once completed. The students will also be writing Haiku poetry based on winter. They will incorporate technology into this project, with the help of Mrs. Perrone, by typing their completed poems on the computer.
- After reading *Molly's Pilgrim* in class and discussing family traditions, the third grade enjoyed their annual Thanksgiving Feast. A special thanks to the Home and School Association for their help in sponsoring the feast. The third grade students are now busy at work writing their 4 paragraph expository pieces about their own family traditions. Published pieces can be seen in the third grade hallway in the next few weeks.

### Churchill School

- Fifth grade students enjoyed Movie Day. Mr. Santana and many helpers prepared popcorn for the entire grade level while they watched the movie *Zootopia*. The Movie Day was a reward for winning Mr. Santana's challenge of being the kindest grade during the Think Kindness Challenge. Fifth grade alone performed more than 5,000 acts of kindness during the challenge. The students would like to thank Mr. Lombardi for donating the popcorn and the popcorn machine.
- The Fairfield Municipal Alliance sponsored a pizza party for Churchill School for meeting their Think Kindness Challenge. Additionally, the Municipal Alliance purchased tee-shirts for all Churchill Students for completely obliterating the goal of 5,000 acts of kindness. They should be proud of their achievement.
- The Think Kindness initiative runs until December 31, 2016. Churchill remains on top as the #1 Kindest School in America. If Churchill remains on top – it will be the kindest school in the country.

**FAIRFIELD BOARD OF EDUCATION: PAGE 5 AGENDA DECEMBER 13, 2016**

- Churchill School is one of the winners of the Joan Lavine Keats Social Justice Award for 2016. The school was awarded a \$400 grant for the 6<sup>th</sup> grade Holocaust Unit in Language Arts.
- Churchill School Students elected their executive board for the Student Council: President – Ava Hricko, Vice-President – Angie Andrade, Secretary – Kelly Cammarata, and Treasurer – Karis Ambrosio. Congratulations!

C. PROFESSIONAL DEVELOPMENT WORKSHOPS

**Be It Resolved**, 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	Place	Registration
Patel, S.	Dyslexia Workshop	2/27/16	Plainfield	\$199.00
Verrengia, J.	Practical Strategies with Students Before They Fall Far Behind in Math Grades 1-5. (BER)	1/5/16	W. Orange	\$245.00
Prall, K.	Response to Intervention: Use the R&I Process to keep students from Falling too Far Behind in Reading (BER)	1/26/16	New Brunswick	\$245.00

**All Program/Curriculum Recommendations:**

**Introduced by:** Mrs. Aschenbach      **Seconded by:** Mr. Lombardy

**Ms. Aschenbach**      **Aye**      **Mr. Egan**      **Aye**

**Mr. Lombardy**      **Aye**      **Ms. Jandoli**      **Aye**

**Mr. Freda**      **Aye**

**Motion Carries**

V. **FINANCE**

Routine and Recurring Monthly Business Items A-G:

- BE IT RESOLVED** that the minutes from the Public and Executive Sessions, held on November 15, 2016 be approved:
- BE IT RESOLVED** to approve the following attached Bills and Claims Lists and Payrolls:



**V. COMMITTEE REPORTS**

Negotiation parties met in Mediation. Another meeting has been scheduled for January 6, 2017. Tuesday, January 3, 2017 at 7:00 PM in the Library at Stevenson School

**VII. OLD BUSINESS**

The Board wanted to recognize Mr. Dan Saragnese for everything he did and for a fantastic job done as Interim Business Administrator for the district.

The Board also thanked Mrs. Stacy Aschenbach for her dedication and all her work on behalf of the Fairfield School District.

**VIII. NEW BUSINESS**

None

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

Ms. Cindy Carbarlo, a Township resident made a statement regarding negotiations. Mr. Pat Freda read a statement on behalf of the Board regarding negotiations

**X. NEXT MEETING IS THE REORGANIZATION MEETING**

Tuesday, January 3, 2017 at 7:00 PM in the Library at Stevenson School.

**XI. EXECUTIVE SESSION - Action will be taken.**

**BE IT RESOLVED** that the Fairfield Board of Education finds it necessary to meet in Executive Session (closed to the public) to discuss negotiations and personnel issues, which is exempt from the Open Public Meetings Act.

**Introduced by: Mrs. Aschenbach      Seconded by: Mr. Egan**

**XII. ADJOURNMENT**

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

**Introduced by: Mr. Freda      Seconded by: Ms. Lombardy**

Respectfully submitted,

*Yvonne Hellwig*

Yvonne Hellwig  
Board Secretary/ Business Administrator