

Fairfield Board Of Education

Meeting Minutes

Tuesday, May 24, 2016 – 7:00 PM

Stevenson School - Library

15 Knoll Road, Fairfield, NJ 07004

The meeting was called to order at approximately 7:07 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 Star Ledger Newspaper.”

The Pledge of Allegiance was then held.

BOARD MEMBERS PRESENT: Mrs. Stacy Aschenbach, Mr. Brian Egan, Mr. Robert Lombardy Mrs. Andrea Jandoli, Vice President, and Mr. Pat Freda, President.

ADMINISTRATION PRESENT: Ms. Susan Ciccotelli, Superintendent of Schools
Mr. Dan Saragnese, Interim Business Administrator/
Board Secretary

PUBLIC & STAFF PRESENT: 2 Members of the Staff & Public and Mr. Anthony Manna, Fairfield Township Chief of Police.

1. PUBLIC COMMENT ON: AGENDA ITEMS ONLY

There were no public comments at this time.

I. ENROLLMENT: 5/16/16

Grade/School	Total Students 6/30/15 (Spec. Ed. Incl.)	Total Students 5/1616 (Spec. Ed. Incl.)
Preschool D & I & MD	30	32
K – Stevenson	77	104
1 – Stevenson	66	77
2 – Stevenson	86	70
3 – Stevenson	92	87
4 – Churchill	89	97
5 – Churchill	98	91
6 – Churchill	95	100
Total:	633	658
Out of District 5	#342, #366, #367, #412, #414	

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II. 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 2016-2017 school year. As required by contract, the staff will be informed of assignments per the June 1st letter.

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

2. Renewal of Non-Tenured Teaching Staff

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, renew the following non-tenured certificated staff for the 2016-2017 school year following the 4 year tenure mandate. As required by contract, the staff will be informed of assignments per the June 1st letter.

Hired 9/1/13 Tenure 9/2/17	Hired 1/5/15 Tenure 1/6/19
Breznak, Coleen	Pero, Kristen
Franzi, Carissa	Simons, Shelly
Iarossi, Alyssa	Hired 9/1/15 Tenure 9/2/19
Malinowski, Danielle	Barra, Laura
Salter, Laurie	Hessenious, Lindsay
Hired 9/1/14 Tenure 9/2/18	Mayer, Vanessa
Colon, Daniele	Sessa, Sabina
Dillon, Lindsey	Hired 1/4/16 Tenure 1/5/20
Crescibene, Carly	Casenta Romina
Goldsmith, Andrea	DeMarco, Matthew

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3. Renewal of New Tenure Teaching Staff

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve Jamie Cecere as a new tenure staff member, effective 9/2/16.

4. Extended School Year Staff Positions: Certificated

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the assignments for certificated staff for the 22 Days of the 2016 Extended School Year Program, as presented below pending determination of 2016-2017 hourly rate. The positions were approved at the March 22, 2016 meeting.

Position	Name of Staff	Per hour	Total hours
Speech Therapist (1)	Alyssa Iarossi	\$60.63	55
Occupational Therapist (1)	Sonal Patel	\$60.63	44
Primary M.D. Teacher. (1)	Meghan Cafone	\$60.63	99
Primary LLD Teachers (2)	Jaime Chavkin Jen Pechko	\$60.63	198
School Nurse (1)	Kristen Pero	\$69.30	88
Special Education Aides (5)	Patrick Ahearn Lisa Carroll Casilda Ebanks Rose Matos Megan Zincone	\$15.00	440
Substitute Aides	Michelle Centrowitz Daniela Convertino Stephanie Finetta Melissa Fiore Theresa Jones Lauren Nolan	\$15.00	As needed
Substitute Nurse/Teachers	Andrea Goldsmith Lisa MacIntosh Sandra Rivera	\$60.63	As needed
Learning Consultant	Sabina Sessa	Not to exceed 28 total hours for the summer for all 4 CST members. For meetings and report writing.	
School Psychologist	Dr. Lorry Booth		
Speech Therapist*	Alyssa Iarossi		
Occupational Therapist*	Sonal Patel		
*In addition to above hours			

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5. Employment: Guidance Counselor 2016-2017

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, offer an employment contract to Erika Pilato as a non-tenured Guidance Counselor at Step 8 M.A. on the teachers' salary guide, effective for the 2016-2017 school year, pending completion of negotiations.

6. Resignation

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, accept the resignation of Erin Bradley, effective June 30, 2016, with regret, best wishes, and appreciation for her dedication to the students of Fairfield.

7. Movement on Guide

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve movement on the guide for Jennifer Mulvaney from BA+30, Step 15 to MA, Step 15 (pending negotiations), effective September 1, 2016.

B. REAPPOINTMENTS EXEMPT ADMINISTRATION

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, reappoint the following exempt employees for the 2016-2017 school year. Salary to be determined.

Ray Santana	Non-Tenured Supervisor of Special Services
John Smatla	Tenured Principal @ Churchill School
Michael Trabucco	Tenured Principal @ Stevenson School

C. NON-INSTRUCTIONAL

1. Resignation

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, accept the resignation of Gina Chirico, Playground/Cafeteria/Office Aide with regrets and appreciation for her dedication to the students of Fairfield.

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2. 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 2016-2017 school year. The hours for Instructional Aides cannot exceed 29 hours per week. Pay per FEA/BOE Agreement, pending completion of negotiations.

Ahearn, Patrick, Instructional Aide	LoCascio, Maria, Instructional Aide
Bellafonte, Robin, Churchill Sec.	Lozito, Pat, Instructional Aide
Bertoldi, Nancy, Instructional Aide	Mancuso, Maria, Instructional Aide
Blum, Sharyn, Instructional Aide	Matos, Rose, Instructional Aide
Carroll, Lisa, Instructional Aide	Moczulski, Micky, Custodian
Centrowitz, Michelle, Inst. Aide	Nolan, Lauren, Instructional Aide
Contaldi, Kathy, Instructional Aide	Ortizzo, Kristin, Instructional Aide
Convertino, Danielle, Inst. Aide	Papa, Rosa Anna, Instructional Aide
D'Urso, Roseann, Instructional Aide	Ripp, Robert, Instructional Aide
Ebanks, Casida, Instructional Aide	Ripp, Flora, Stevenson Sec.
Efrus, Susan, Instructional Aide	Serpico, Jane, CST Secretary
Fedna, Carlo, Custodian	Stefanelli, Lisa, Instructional Aide
Finetti, Stephanie, Instructional Aide	Summerville, Christine, Inst. Aide
Fiore, Melissa, Instructional Aide	Trigazis, Michelle, Instructional Aide
Gambino, Marilou, Instructional Aide	Woodson, Bob, Custodian
Jeffay, Elise, Instructional Aide	Vaxmonsky, William, Custodian
Jones, Theresa, Instructional Aide	Zuk, Robert, Custodian

D. APPROVAL OF THE COMPLETION OF SUPERINTENDENT’S QUANTITATIVE AND QUALITATIVE MERIT GOALS

Motions to adopt the following resolution.

RESOLVED by the Board, that it has been determined that the following Quantitative and Qualitative Merit Goals, established in the employment contract for the Superintendent, have been satisfied and were achieved during the 2015-2016 school year:

Quantitative Goals:

- Issued a minimum of 10 press releases celebrating student and staff achievements.

Qualitative Goals:

- Design and develop an improved evaluation tool, using the Strong Evaluation Model, for teachers and principals, that is congruent with current State recommendations/mandates; Create a tool that utilizes the Stronge teacher research-based performance indicators as an instrument that better communicates what was observed and measured. To improve data collection which will be analyzed to determine strengths and weaknesses.
- Conceive and create a plan to improve school climate through best practices.

IT IS FURTHER RESOLVED that the Board Secretary shall forward a certified copy of this resolution to the Essex County Executive Superintendent in accordance with N.J.A.C. 6A:23A-3.1(e) (10) (iv); and

IT IS FURTHER RESOLVED that upon receipt of confirmation of satisfaction of the above goals from the Essex County Executive Superintendent, the applicable Merit Bonus provisions of the Superintendents contract shall be paid.

E. INDEPENDENT CONSULTANT TO BUSINESS ADMINISTRATOR

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, offer a contract to Dan Saragnese, as an Independent Consultant, from July 2016 through August 2016, not to exceed 3 days per week, at a rate of \$ 500 per day.

Personnel Recommendations:

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

Resolutions Carried

III. PROGRAM/CURRICULUM

A. GOOD NEWS

Churchill School

- Churchill School celebrated the at-home reading of over 200 of its students, during the “Churchill Derby” celebration. Students were asked to read 25 minutes a night for a month, at home. Those that did so logged their minutes and earned the celebration, which occurred on May 13th. The participating students saw the film “Secretariat” and then went to a field-day type event that included a horse race game and a dunk tank with Mrs. DeSordi inside.

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- Students at Churchill are benefitting from working with a half dozen senior from West Essex, graduates of Churchill School, who are helping in classrooms and with other projects, such as the “Book Room” organization, at Churchill.

Grade 6

- Mr. Verrengia and Ms. Chavkin received an additional grant from the NJEA HIPP Foundation to start a Churchill Garden, similar to the one completed at Stevenson School. Fairfield Girl Scout Troop #20133 is working in conjunction with Churchill School to put everything together. Supplies to start building the raised garden beds will be delivered within a week from Structural Stone on Rt. 46. Everything grown in the garden will be organic and non-GMO.
- Sixth graders, working with Ms. Cecere, just completed beautiful portraits and sincere letters of appreciation to members of our school community (teachers, administrators, staff assistants, Board members, HSA, and more!). These works of art are on display in the "Gallery of Gratitude", which is found in the hallway near the new gym at Churchill.
- Mr. Smatla continued meeting with all sixth grade students, in short 2-on-1 meetings, to reflect on how their sixth grade year has gone. More than 80 students have taken advantage of this time to speak with their principal.
- The sixth grade students are busy writing and publishing their own children's books this marking period. Each child will have his/her own book to take home as a keepsake or to donate to less fortunate children in New Jersey.

Grade 5

- Students worked with author Anndee Hochman, in a Writer’s Residency program, sponsored by the H.S.A. The sessions occurred in Language Arts classes.

Grade 4

- Students worked with author Dr. Arthur Wilson in grade 4, in the Writer’s Residency program sponsored by the H.S.A.

Grades 4 and 5

- The 4th and 5th grade HEP students participated in a "Shark Tank" simulation on May 18th. As part of their Inventions unit. The 4th grade students were given the challenge to invent a product that would address a global, community, or personal concern. They presented those products to the 5th grade "sharks" who had just completed their Stock Market Game unit, and each student had \$1,000,000 to invest.

Stevenson School

- Kindergarten through Third Grade students participated in the annual Science and Technology Fair and Art Expo. Nearly 100 students participated in the fair and the entire student body exhibited an art piece at the expo. The mural club also completed the 50th Anniversary Tree. The leaves (handprints) belong to all 362 students (P-3) enrolled at Stevenson. The tree represents how, as a school community, we are growing together and how each individual makes Stevenson School a beautiful place to be.
- The kindergarten classes at Stevenson School love life cycles! Students are learning about the metamorphosis that occurs with frogs, ladybugs, and butterflies. Our youngsters have gained a tremendous amount of knowledge about these life cycles from the expository texts they have been listening to. The children were eager to observe and record information about these living creatures in our classrooms.
- First grade learned about the needs of animals and then went on a field trip to Fosterfield Farms. During this field trip, the first graders learned about the various types of animals and the history of the farm. In science, the first graders learned about sound. As a follow-up activity, students went on a walk inside and outside of the school to record all the different sounds they heard.
- Second Grade took a field trip to Buehler Challenger Center in Paramus a few weeks ago. Students conducted hands on science experiments, and learned all about constellations and space travel. Students created a filter using various materials to clean dirty water. They also developed and tested a theory about how to protect a space shuttle. One of the highlights of the trip was launching rockets into space using different states of matter.
- Our Third Graders Have a Green Thumb! To celebrate Earth Day on April 22, the Third Grade participated in the annual Third Grade Tree Team Project through the New Jersey Forest Service. This state wide program entitles every third grader in New Jersey to a free tree seedling when requested by the local school. It acquaints young students with the value and importance of trees, increasing environmental awareness and teaches students about the benefits of trees. The seedlings are a perfect way to get students involved in environmental activities, especially during Earth Day and Arbor Day. Our Third Graders certainly had a hands-on experience with this year's Earth Day project. Thanks to Mrs. Pechko, each Third Grade class received a bundle of 20 Nordic Spruce seedlings. Each student was able to select a seedling, wrap the roots in moist newspaper, and pack the seedling into a small bag to transport home. Students enjoyed selecting a seedling, packaging it properly, and happily bringing a young Nordic Spruce tree to plant at home. Six of these seedlings were proudly planted on the front property at Stevenson School. We look forward to watching our new trees blossom and grow into majestic adult Nordic Spruce Trees in the years to come.

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- On Special Person's Day students participated in a living wax museum, which was presented to the school in the afternoon. Each student chose a hero, researched his/her accomplishments, and conferred with their classroom teacher to write an oral presentation. The students dressed like their hero and presented their information to interested listeners.
- Flat Stanley projects have been returning to school from all over the world. Stanley has traveled near and far. He made it all the way to Australia, England, Greece, and even Singapore. We have enjoyed learning about all different parts of the world.

B. SUMMER LITERACY PROGRAM APPROVAL

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve a Summer Literacy Program to include 3 staff members for 4 hours per day for 22 days at the current student contact rate of pay per contract, pending completion of negotiations.

C. NURSING PLAN APPROVAL

1. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the 2016-2017 Nursing Plan revised by the school nursing staff and school physician.

D. VENDOR APPROVAL

1. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve a contract with Brett DiNovi, and Associates, LLC for ABA Therapy Services @ \$45.00 per hour and Coordination Therapy @\$115.00 per hour on an as needed basis for the 2016-2017 school year, including the extended school year program, Summer 2016.

Program/Curriculum Recommendations:

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

Resolutions Carried

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IV. POLICY

A. Job Description Approval

Recommended Motion: that the Fairfield Board of Education upon the recommendation of the Superintendent, approve the job description for School Behaviorist, effective for the 2016-2017 school year.

B. First Reading of Policies/Regulations

Recommended Motion: that the Fairfield Board of Education upon the recommendation of the Superintendent, approve the first reading of the following policy/Regulation revisions.

P 0167	Public Participation in Board Meetings	Revised
P 0168	Recorded Board Meetings	Revised
P 2422	Health and Physical Education	Revised Title only
P 2425	Physical Education	Abolished
P 2431 (M)	Athletic Competition	Revised
R 2431.2 (M)	Medical Exam Prior to Participation on a School-Sponsored Interscholastic/Intramural Team/Squad	Revised Title only
P&R 5111 (M)	Eligibility of Resident/Non-Resident Students	Revised
P&R 5310 (M)	Health Services	Revised
P&R 5330.01 (M)	Administration of Medical Marijuana	New
P&R 8462	Reporting Potentially Missing or Abused Children	Revised
P 8550	Outstanding Food Service Charges	Revised

Policy Recommendations:

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

Resolutions Carried

V. FINANCE

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

April 26, 2016 Public & Executive Session

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

B&C List: April 27 – May 23, 2016	\$155,873.26
B&C List: May 24, 2016	\$89,899.03*
Payroll: April 29, 2016	\$348,757.86
Payroll: May 13, 2016	\$367,238.99

*Under discussion of the motion, Mrs. Aschenbach requested further information on check #020703 to West Essex Regional High School. The item was severed from the motion.

C. BE IT RESOLVED to approve and accept the Board Secretary’s Financial Report for the months of March and April 2016.

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

E. BE IT RESOLVED to approve the following Building Use Applications:

Fairfield Recreation Churchill Big Gym Adult Men’s Basketball	Nov 20, 2015-June 17, 2016 (Fridays) 745pm-930pm
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Fairfield Recreation Fields at Churchill & Stevenson Baseball Games & Practices	April 2016-June 18, 2016 4pm-8pm
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Fairfield Recreation Stevenson Computer Lab Concussion Screening	June 15, 2016 430pm-730pm
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American Red Cross Churchill Parking Lot Overflow Parking for Blood Drive	May 21, 2016 6am-3pm
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F. On Thursday April 14, 2016, the Fairfield Board of Education solicited requests for proposals for Audit Services in accordance with NJ.S.A. 18A:23-1-18A:23-11. The following firms responded on Tuesday May 12, 2016:

Nisivoccia, LLP
200 Valley Road Suite 300
Mt Arlington, NJ 07856-9955
Base \$20,000. GASB68 \$2,500.

Bedard, Kurowicki and Co.
114 Broad Street
Flemington, NJ 08822
Base \$15,000. GASB68-did not submit

BE IT RESOLVED on the recommendation of the Superintendent and the Interim SBA/BS that the Board appoint Nisivoccia,LLP to provide Audit Services for the 2015-16 Fiscal Year with Board options to renew at an increase of 2% for 2016-2017 (\$20,400) and 2017-2018 (\$20,808).

G. TAX LEVY PAYMENT SCHEDULE

BE IT RESOLVED that on or about the 15th of each month, and no later than the 25th of each month beginning July 2016 through June 2017, Fairfield Township will provide a Tax Levy Payment in the amount of \$904,160.92.

H. SAFETY GRANT

BE IT RESOLVED “that the Fairfield Board of Education hereby approves submission of the grant application for the 2017 Safety Grant Program through the New Jersey Schools Insurance Groups ERIC NORTH Sub fund for the purpose described in the application (furnish classroom emergency “Go Bags” and related supplies and equipment), in the amount of \$2500 for the period of July 1, 2016 to June 30, 2017.

Business Resolution Items A, B (amended), C, D, E, F, G & H:

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

Resolutions Carried

2. COMMITTEE REPORTS

Mr. Egan reported that the Negotiations Committee met with the FEA on May 17, 2016. Another meeting is scheduled for June 13, 2016, and progress toward a settlement is being made.

3. OLD BUSINESS

There was no old business at this time.

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4. NEW BUSINESS

There was no new business at this time.

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

There were no public comments at this time.

6. NEXT MEETING:

BE IT RESOLVED that the next meeting will be held on Monday June 13, 2016 at 7:00 PM in the Library of Stevenson School. This has been changed from the original date of Thursday, June 16, 2016.

Introduced by: Mr. Lombardy Seconded by: Mrs. Aschenbach Voice Vote: All Ayes

7. EXECUTIVE SESSION 7:23PM:

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. Lombardy Voice Vote: All Ayes

8. RECONVENE TO PUBLIC SESSION 10:40PM:

BE IT RESOLVED that the Fairfield Board of Education finds it necessary to reopen Public Session to act on the item severed from the May 24th Bill List.

BE IT RESOLVED that the Fairfield Board of Education authorizes payment of check number 020703 payable to West Essex Regional High School in the amount of \$6630 for the distribution of Aid in Lieu payments for transportation of private and parochial students.

Introduced by: Mrs. Aschenbach Seconded by: Mr. Egan Voice Vote: All Ayes

9. ADJOURNMENT 10:45PM:

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

Introduced by: Mr. Lombardi Seconded by: Mrs. Jandoli Voice Vote: All Ayes

Respectfully submitted,

Mr. Dan Saragnese
Interim Business Administrator/
Board Secretary