

Fairfield Board of Education
Meeting Minutes
Tuesday, August 22, 2017 – 7:00 PM
Stevenson School - Library
15 Knoll Road, Fairfield, NJ 07004

The meeting was called to order at approximately 7:00 p.m., by Mrs. Andrea Jandoli, 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.”

ROLL CALL:

Mr. Jeffrey Didyk; Mr. Pat Freda; Robert Lombardy
Mr. Brian Egan, Vice President; Mrs. Andrea Jandoli, President;
Ms. Susan Ciccotelli, Superintendent of Schools, and
Ms. Yvonne Hellwig, Business Administrator

Now, please join us for the Pledge of Allegiance.

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: Mr. Pat Freda Seconded by: Mr. Robert Lombardy

Executive Session was called to order at approximately 7:07 p.m., by Mrs. Andrea Jandoli.

Motion to return to Public Session at 7:14 p.m.

Introduced by: Mr. Pat Freda Seconded by: Mr. Jeffrey Didyk

Public Session was called to order at approximately 7:15 p.m., by Mrs. Andrea Jandoli.

I. PUBLIC COMMENT ON: AGENDA ITEMS ONLY

Fairfield residents asked about the enrollment numbers.

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I. ENROLLMENT

Grade/School	Total Students 6/30/17	Total Students 8/18/17
Preschool	41	52
K – Stevenson	73	81
1 – Stevenson	112	73
2 – Stevenson	82	109
3 – Stevenson	75	85
4 – Churchill	89	76
5 – Churchill	105	90
6 – Churchill	96	105
Total:	673	671
Out of District 1	#367	

Please Note: A correction has been made to the 6/30/2017 Student Totals

II. PERSONNEL

A. INSTRUCTIONAL

I. CERTIFICATED STAFF

a. Employment

1. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, employ Lauren Fitzpatrick as a district Media Specialist, at M.A., Step 12 of the current teachers’ salary guide, effective September 1, 2017, pending receipt of all required documentation.
2. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, employ Sandra Torrioni, as a non-tenure track Maternity Leave of Absence Replacement for the Churchill School, Reading Specialist, from approximately September 29, 2017 to February 28, 2018, for the 2017-2018 school year, at a prorated salary based on, B.A., Step 5 of the current teachers’ salary guide, effective October 1, 2017, pending receipt of all required documentation.
3. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, revise the employment approval of Gabriella Tornatore to a tenure-track grade 2 teaching position, at B.A.+15 Step 1 of the current teachers’ salary guide, effective September 1, 2017, pending receipt of all required documentation. Ms. Tornatore was previously hired on the June 13, 2017 agenda as a Maternity Leave of Absence Replacement Teacher

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4. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, employ Julia Lynn Booth as a non tenured tenure track teacher in grade 3 at B.A., Step 1 of the current teachers' salary guide, effective September 1, 2017, pending receipt of all required documentation.
5. Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve Melissa Lotrecchiano as a Maternity Leave of Absence Replacement Teacher in grade 2, from September 1, 2017 through January 31, 2018 at a pro-rated salary based on BA, Step 2 of the teachers' current salary guides, effective upon receipt of all required documentation.

b. Movement on Guide

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve Movement on the Guide for Lindsey Dillon from BA+15, Step 9 to MA, Step 9, effective September 1, 2017.

B. NON-INSTRUCTIONAL

1. Instructional Aide Employment.

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the employment of the following Instructional Aides, effective September 1, 2017, pending receipt of all required documentation.

- Lynne Fano \$13.00 per hour

2. Playground/Cafeteria Aide Correction.

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the salaries of the exempt playground/cafeteria aides based on 2 hours per day for 171 days, and for playground/cafeteria/office aides based on 3 hours per day for 171 days, for the 2017-2018 School Year. Previously approved on the June agenda as 178 days. New contracts will be provided with the revised salaries.

C. SUBSTITUTES

1. NEW SUBSTITUTE APPOINTMENTS FOR 2017-2018

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, employ Deneen Matus as an aide substitute and Christine Summerville and Elisa Jeffay as a teacher/aide substitutes, for the 2017-2018 school year, all required paperwork is on file.

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2. EMPLOYEE/SUBSTITUTE RE-APPOINTMENTS FOR 2017-2018

Recommended Motion: that the Fairfield Board of Education, upon the recommendation of the Superintendent, approve the following employees to also serve as substitutes in other areas where properly certified, when needed.

Employee/Subs	Substitute as:	Employee/Sub:	Substitute as:
Ahearn, Patrick	Teacher	Esposito, Nick	Teacher, Inst. Aide
Blum, Sharyn	Teacher	Jones, Theresa	Teacher
Carroll, Lisa	Teacher	Gambino, Marilou	Teacher
Cielo, Karen	Inst Aide, Sec.	Kelsey, Barbara	Instructional Aide
Colon, Danielle	Teacher/Inst. Aide	Kendall, Deanna	Inst. Aide, Sec.
Contaldi, Kathy	Teacher	LaManna, Dawn	Instructional Aide
Convertino, Daniele	Teacher	Lipari, Carla	Instructional Aide
Curving, Patti	Instructional Aide	LoBasso, Louann	Inst. Aide, Sec.
		Schubach, Rita	Inst. Aide, Sec.

3. SUBSTITUTE RE-APPOINTMENTS FOR 2017-2018

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 2017-2018 school year. All documentation is on file.

Substitutes	Position (s)	Substitutes	Position (s)
Bonapace, Ingrid	Teacher, Aide	Kowalski, Chris	Teacher
Byk, Maureen	Teacher, Aide	LaQuaglia, Jeffrey	Teacher
Calabrese, David	Teacher, Aide	Lepinsky, Rosalie	Teacher, Aide
Capalbo, Lisa	Aide, Sec.	Lotrecchiano, Melissa	Teacher, Aide
Centrowitz, Michelle	Teacher, Sec., Aide	Marino, Joanne	Teacher, Aide
Cimera, Anita	Teacher	Mauriello, Michell	Teacher, Sec.
Clancy, Anna	Teacheer, Aide	Petrozza-Butler, Carmel	Aide, Sec.
Coppola, Mary Lyn	Teacher, Aide	Potenza, Gloria	Teacher
Demirdjian, Cristina	Teacher, Aide, Sec.	Roselle, Paula	Teacher
Dias, Judith	Teacher, Aide	Seredevick, Lorraine	Teacher
Forman, Janice	Teacher	Stagnitto, Marisol	Teacher, Aide
Foti, Mary Jo.	Teacher, Aide	Tahawi, Buthaina	Teacher
Garufi, Linda	Aide	Tamburri, Shannon	Teacher, Aide
Gencarelli, Dana Marie	Teachr, Aide, Sec.	Tirtilli, Craig	Teacher
Goldsmith, Halli	Teacher, Aide	Torrioni, Sandee	Teacher, Aide, Sec.
Iandolo, Alexa	Teacher, Aide, Office	Vaxmonsky, William Jr.	Custodian

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D. Resignation

1. BE IT RESOLVED that the Fairfield Board of Education accept the settlement agreement with employee # 100111 as discussed in Executive Session.
2. BE IT RESOLVED that the Fairfield Board of Education accept the resignation of employee # 100111 effective December 31, 2017.

All Personnel Recommendations:

Introduced by: Mr. Brian Egan Seconded by: Mr. Pat Freda
Mr. J. Didyk Aye Mr. P. Freda Abstain A2, A5, Aye all others
Mr. R. Lombardy Aye Mr. B. Egan Aye
Mrs. A. Jandoli Abstain A2

Motion Carries

III. CURRICULUM/PROGRAM

A. WORKSHOP APPROVAL

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. *Lodging and meals included.

Staff	Workshop	Date	Place	Registration
S. Ciccotelli R. Santana M. Trabucco M. Cafone	NJASRO Training (Mandated)	12/4/17 to 12/8/17	Morristown	\$1,400.00

B. CLUB APPROVALS 2017-2018

Recommended Motion: that the Board of Education, upon the recommendation of the Superintendent, approve the following clubs and club advisor positions for the 2017-2018 school year at the stipend per contract, for a minimum of 15 sessions per year. Split positions will divide stipend evenly.

Art Club	1 @ Churchill, 2 @ Stevenson
Communication/Media Club	1 per school
Writing Club	1 @ Churchill
Yearbook Club	1 @ Churchill
Jazz Café	1 @ Churchill
Coding/Computer Tech Club	1 @ Churchill
Drama Club Director	1 @ Churchill
Music Director for Drama Club	1 @ Churchill
Homework Club K-3	5 @ Stevenson
Homework Club 4-6	3 @ Churchill
Student Council	1 per school

All Curriculum and Program Recommendations:

Introduced by: Mr. B. Egan Seconded by: Mr. P. Freda

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

Mr. R. Lombardy No: Cafone Aye all others

Mr. B. Egan Aye Mrs. A. Jandoli Aye

Motion Carries

IV. BUSINESS OFFICE RESOLUTIONS

1. FINANCE

A.. ADMINISTRATION

- Superintendent’s Qualitative and Quantitative Goals

Recommended Motion: that the Board of Education approve the Superintendent’s Quantitative and Qualitative Merit Goals for the 2017-2018 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 Goal:

Supervise administrative evaluation process by ensuring 50% of all formal observation reports completed in grades 3-6 reading classes contain at least one indicator of and/or recommendation for investigative strategies. It is expected the investigative strategies identified will be grade level and content area specific.

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Qualitative Goal:

Participate in Consortium Administrative Book Club to discuss and support topics related to District and Leadership Goals.

Finance: Curriculum – Superintendent Merit Goals:

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

Motion Carries

B. Minutes Approval

BE IT RESOLVED that “the following minutes be approved” from the July 25, 2017 Public & Executive Sessions.

C Bills/Claims/Payrolls

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

Bills and Claims List	\$ 342,555.27
Payroll July 15, 2017	\$ 65,512.27
Payroll July 31, 2017	\$ 93,258.94

D. Financial Report

BE IT RESOLVED to approve and accept the Board Secretary’s Financial Report for the months of June 2017.

E. Treasurer’s Report

BE IT RESOLVED to approve and accept the Treasurer’s Report for the month of June 2017.

F. Building Use Applications

BE IT RESOLVED to approve the following Building Use Applications:

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Organization or Group/Location/Purpose	Date and Time Slot
Fairfield Recreation: Churchill small gym for Cheerleading practice	Monday 9/11/17 and 11/6/17 3:30 PM – 4:30 PM
Fairfield Recreation: Stevenson gym for Cheerleading practice	Wednesday 9/13/17 and 11/8/17 3:30 PM – 4:30 PM
Fairfield Recreation: Churchill small gym for Cheerleading practice	Thursday 9/14/17 and 11/9/17 3:20 PM – 4:20 PM
FBOE After School Sports Club: Gym at Stevenson	Thursdays for 6 weeks: 9/28/17 – 11/2/17, 3:20PM – 4:20PM Thursday for 8 weeks: 2/8/18 – 3/29/18
Fairfield Twp Police Dept., Tactical Operations	August 29, 2017 9:00am – 3:00pm

- G. BE IT RESOLVED that the Fairfield Board of Education approve the increase of additional State Aid released on July 14, 2017 in the amount of \$27,193 for the 2017-2018 school district budget. This additional appropriation in Special Education Categorical Aid will be utilized to supplement out of district Special Education tuition.
- H. BE IT RESOLVED that the Fairfield Board of Education approve the renewal of the annual Broker/Producer’s Agreement with IMAC Insurance Agency for professional services processed through the Gateway Employee Benefits Fund (BMED).

Business Resolution Items A, B, C, D, E, F,G,H:

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

Motion Carries

2. COMMITTEE REPORTS

There were no Committee Reports

3. OLD BUSINESS

There was no old business

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4. NEW BUSINESS

Mr. Lombardy wished those teachers present well for the new school year. He also asked how student transportation was moving along.

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

There were no public comments.

6. NEXT MEETING:

BE IT RESOLVED that the next meeting will be held on September 19, 2017 at 7:30 PM in the Library at Stevenson School (changed to the Stevenson Gym)

7. 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: Mr. P. Freda Seconded by: Mr. J. Didyk Voice Vote: Carries

8. ADJOURNMENT at 8:49 PM

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

Introduced by: Mr. P. Freda Seconded by: Mr. J. Didyk Voice Vote: Carries

Respectfully Submitted by:

Yvonne Hellwig
School Business AdmiNistreator